



# DEPARTMENT OF THE NAVY

COMMANDER  
NAVY REGION, MID-ATLANTIC  
6506 HAMPTON BLVD.  
NORFOLK, VA 23508-1273

IN REPLY REFER TO:

COMNAVREGMIDLANT  
INST 3440.24  
N305

**13 NOV 1999**

## COMNAVREG MIDLANT INSTRUCTION 3440.24

Subj: REGIONAL DISASTER PREPAREDNESS AND RECOVERY PLAN

Encl: (1) Basic Plan for Regional Disaster Preparedness and Recovery

1. Purpose. To implement an "all hazards" Navy Disaster Preparedness and Recovery Plan (DPRP) within the Area of Operation (AO) assigned by reference (a) to COMNAVREG MIDLANT. This plan provides guidance and assigns responsibilities for conducting disaster preparedness and recovery operations in COMNAVREG MIDLANT's AO in the event of a natural disaster, major accident, or hostile action. This plan establishes the measures taken before, during, and after a disaster to minimize damage; protect personnel, facilities, and materials; and to recover as quickly and effectively as possible. Central to the concept of the DPRP is that recovery from any type of disaster, with few exceptions, involves the same basic planning, organization, skills, and training. Assistance to civil authorities will be consistent with defense priorities as amplified in references (a) through (u).

2. Scope. This instruction applies to all Navy and Marine Corps activities, including reserve components, located or operating within Virginia, West Virginia, Maryland, Delaware, Pennsylvania, and the District of Columbia. These areas comprise COMNAVREG MIDLANT's AO as the Navy's Regional Planning Agent (RPA) for disaster preparedness and recovery planning.

3. Cancellation. COMNAVBASENORVAINST 3440.24A is cancelled. This plan contains major revisions including new areas of responsibility assigned to COMNAVREG MIDLANT. Lessons learned from recent exercises, hurricanes, and other disasters are incorporated herein.

4. Action. This instruction is effective for planning purposes upon receipt, and for execution as outlined herein. Commanders will use this plan and supplement it as necessary in the development of local disaster preparedness and recovery plans. Authority is granted to make extracts from any portion of this plan as required in the preparation of supporting plans and directives.

  
W. L. DILLINGER  
Chief of Staff

**3 NOV 1999**

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**REGIONAL  
DISASTER PREPAREDNESS  
AND RECOVERY PLAN**

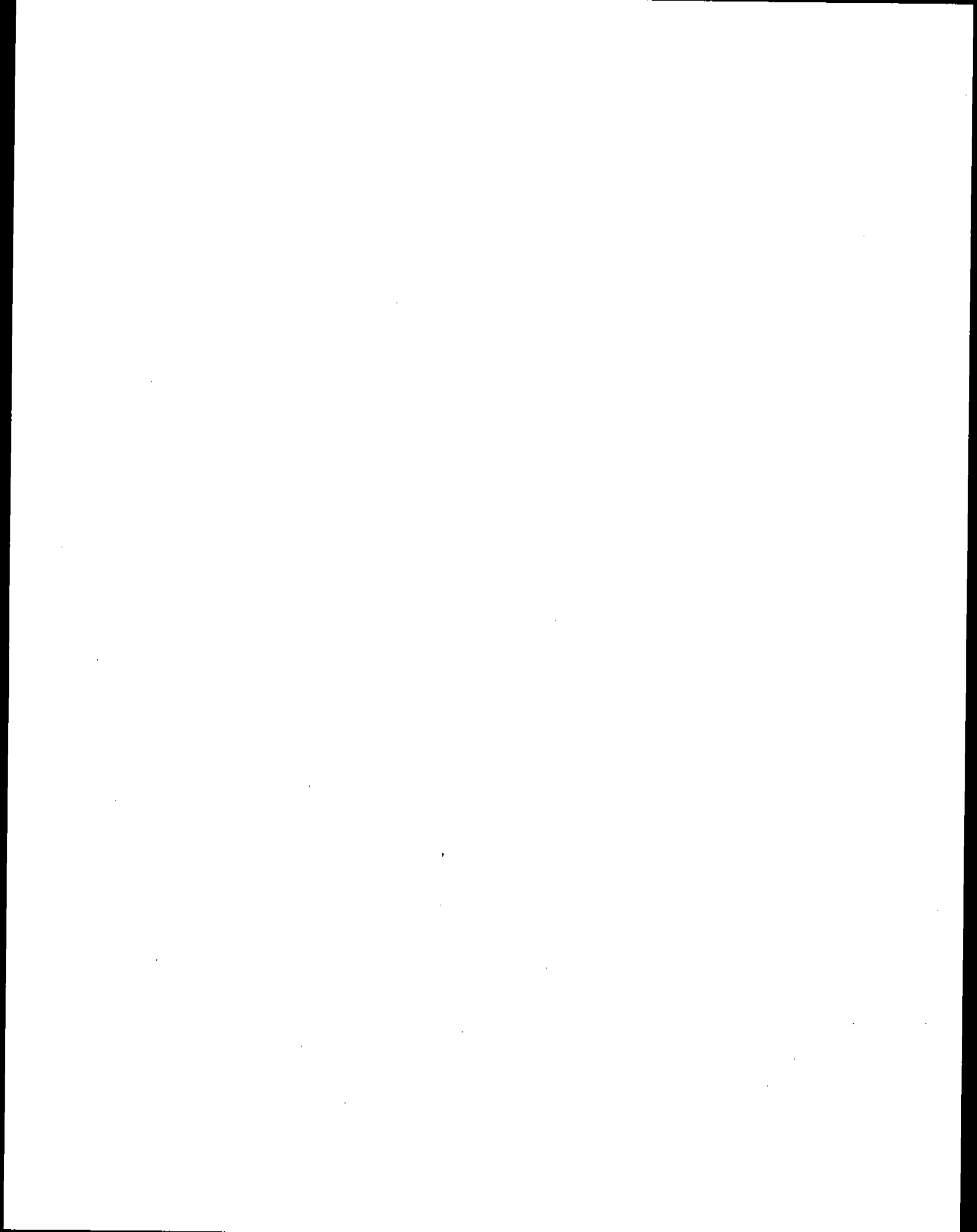
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Enclosure (1)





[illegible]



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- A** - DESTRUCTIVE WEATHER DISASTER PREPAREDNESS AND RECOVERY
- B** - MILITARY SUPPORT TO CIVIL AUTHORITIES (MSCA) IN CIVIL DISASTERS AND/OR EMERGENCIES
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BASIC PLAN FOR REGIONAL DISASTER PREPAREDNESS AND RECOVERY

- Ref: (a) DOD Directive 3025.1 (NOTAL), Military Support to Civil Authorities (MSCA)  
(b) DOD Directive 3025.15 (NOTAL), Military Assistance to Civil Authorities  
(c) DOD Directive 3025.12 (NOTAL), Military Assistance for Civil Disturbances (MACDIS)  
(d) DOD Directive 5100.46 (NOTAL), Foreign Disaster Relief  
(e) DOD Directive 5200.8 (NOTAL), Security of Department of Defense Installations and Resources  
(f) DOD Directive 4500.9 (NOTAL), Transportation and Traffic Management  
(g) SECNAVINST 5820.7 Series (NOTAL), Cooperation with Civilian Law Enforcement Officials  
(h) SECNAVINST S3030.4 Series (NOTAL)  
(i) OPNAVINST 3440.16 Series (NOTAL), Navy Civil Emergency Management Program  
(j) CINCUSACOM OPORD 2000-95, Annex U (NOTAL), Military Support to Civil Authorities and Military Support for Civil Disturbances (MSCA/MACDIS)  
(k) USACOMINST 3440.1, USACOM Policy Directive for Military Support to Civil Authorities and Military Support for Civil Disturbances (MSCA/MACDIS)  
(l) USACOMINST 3440.2, USACOM Policy Directive for Lead Operational Authority (LOA) for Military Support to Civil Authorities and Military Support for Civil Disturbances (MSCA/MACDIS)  
(m) CINCLANTFLT 3440.1 Series (NOTAL), Civil Emergency Preparedness/Assistance Program  
(n) CINCLANTFLT OPORD 2000 (Annex N) (NOTAL)  
(o) COMNAVBASENORVAINST 5530.2, Physical Security Plan  
(p) COMNAVBASENORVA/SOPA(ADMIN)HAMPINST 3141.1 Series, Destructive Weather Plan  
(q) UNSCINCRD CONPLAN 7040 (NOTAL), Joint Key Assets Protection  
(r) UNSCINCRD CONPLAN 7045, Military Support of Civil Defense  
(s) Joint Strategic Capabilities Plan (Annex H) for Civil Defense, Recovery, and Reconstitution (NOTAL)  
(t) NAVFACNOTE 3050 (NOTAL) of 3 January 1984  
(u) NAVFACINST 3440.17B, Chemical, Biological, and Radiological Defense (CBR-D) Material and Equipment Allowance for Naval Shore Activities

- Encl: (1) Navy Civil Emergency Assistance Organization  
(2) Federal Civil Emergency Assistance Organization

1. Background and Discussion

a. It is federal government policy for DOD to assist civil authorities in coping with civil emergencies or disturbances when the

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situation is so severe that it exceeds the response capability of civil authorities. In compliance with this policy the Secretary of Defense (SECDEF) has directed the services to plan for conducting Military Support to Civil Authorities (MSCA) and/or Military Support for Civil Disturbances (MACDIS) under various circumstances of emergency. Under the new "all hazards" approach, civil emergencies may include any domestic natural or manmade disaster or emergency that causes or could cause substantial harm to the population or infrastructure including the consequences of any attack, national security emergency, or civil disturbance.

b. Department of the Navy (DON) activities have an inherent capability to respond to civil disasters by utilizing available personnel, facilities, supplies, and equipment. Key factors contributing to effective use of this capability are advance planning, reliable communications, and effective coordination with other military services, federal agencies, and state and local governments.

c. Planning for civil emergencies, at a minimum, should assess probable disaster situations, provide for emergency action procedures, identify resources needed for specific contingencies, and establish procedures for the employment of assets before they are actually required. For maximum readiness, this planning must involve existing organizations and resources only.

d. Foreign disaster assistance is excluded from coverage under this directive. It is the responsibility of the Department of State (DOS) to determine whether DOD components will be required for foreign disaster relief operations. The Assistant Secretary of Defense (International Security Affairs) [ASD (ISA)] will determine what actions and to what extent DOD forces will respond to DOS requests for support to foreign disasters. Consistent with this responsibility, ASD (ISA) will direct such support as necessary, via the Chairman of the Joint Chiefs of Staff (CJCS) and unified commanders, in coordination with the services. Reference (d) provides planning guidance for implementation of foreign disaster relief operations.

e. Matters dealing with nuclear accidents beyond initial response are also excluded from coverage under this directive. Specific policy, planning guidance, and organizational structure for nuclear accidents and incidents are found in OPNAVINST 3040.5C, OPNAVINST 3440.15A, and COMNAVBASENORVAINST 3440.23A. Nevertheless, the general policy, planning guidance, and organizational concepts contained in this directive apply to planning and implementing a response to a nuclear accident or incident.

2. Definitions. See Annex T for the definitions of terms and Annex U for the complete list of acronyms used in this instruction.

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### 3. Policy

a. All Navy installation commanders within COMNAVREG MIDLANT's AO will develop emergency preparedness plans in accordance with the guidelines set forth by the directives and instructions of the PPA and RPA. Navy activities must be prepared to safeguard DON personnel, facilities, and equipment; conduct preparatory and emergency operations; restore mission capabilities and provide assistance to other federal organizations and civil authorities as feasible. As a consequence, Navy commanders within COMNAVREG MIDLANT's AO must ensure that their instructions, plans, orders, etc. contain appropriate disaster preparedness guidance.

b. The primary objective of Navy emergency management is to protect and restore Navy mission capabilities. However, Navy commanders at all levels must be prepared to employ appropriate Navy resources under their cognizance in support of civil emergencies. Navy resources in this context refer to personnel, forces, equipment, supplies, and facilities.

c. Close liaison with federal, state, and local emergency management officials is essential during planning to ensure that civil authorities are responsive in protecting Navy resources as well as Navy personnel and dependents living off-base. Crisis relocation planning shall be in accordance with guidelines provided in reference (g).

d. All Navy resources within the United States are potentially available to assist civil authorities during emergencies, commensurate with maintaining Navy operational commitments and mission priorities. Navy commanders nearest the scene of the disaster are responsible for initially coordinating and providing immediate response, as required, and as requested by cognizant civil authorities.

e. Preparation and training in civil emergency operations will be accomplished with established command organizational structure using existing skills augmented by training available through DOD, Federal Emergency Management Agency (FEMA), and state and local sources. Each command within COMNAVREG MIDLANT's AO should designate a Disaster Preparedness Officer (DPO) as the resident expert and point of contact for disaster preparedness and recovery operations.

f. Navy commanders within COMNAVREG MIDLANT's AO are authorized to respond to requests from the civil sector when an imminently serious emergency situation is of such severity that immediate assistance is required to save human lives, prevent human suffering, or to mitigate extensive property damage. An "Immediate Response" scenario is situation-specific, and may or may not be associated with a declared disaster. Immediate assistance by commanders will not take precedence over their mission-related duties or the protection and survival of their own units and their mission readiness. Navy commanders acting under "Immediate Response" authority shall advise

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their RPA of the details of the operation as soon as the situation allows.

g. Other than "Immediate Response" situations, Navy resources will be provided for support to civil authorities only when response or recovery requirements are beyond the capabilities of the civil authorities, as determined by FEMA or other lead federal agency for emergency response. All state resources, including the National Guard, should be considered before use of DOD resources is requested.

h. Navy commanders within COMNAVREG MIDLANT's AO responding to local requests for assistance in an undeclared disaster should inform the requesting civil authority that the recipient will be billed for the assistance. However, assistance should not be delayed or denied in the absence of a reimbursement commitment from the requester.

i. Requests for live ordnance assistance in civil disaster and emergency operations will be handled on a case-by-case basis. As a general rule, live ordnance should not be employed in any situation involving an untested procedure that may prove hazardous to public safety. Requests of this nature will be forwarded through Navy channels to the DOD executive agent in accordance with Appendix 3 to Annex B of this instruction. This policy does not restrict or alter the demolition practices and operations employed by Navy demolition teams in clearing waterways, obstructions, or structures considered hazardous to public safety.

j. All requests from the civil sector for assistance will be referred to the RPA for approval prior to deploying assets. In immediate response situations, the RPA will be advised of the response concurrent with the deployment of assets.

k. Conforming with the intent of Title 18 USC 1385 (Posse Comitatus Act), Navy personnel shall not be employed to enforce civil law, except as otherwise provided in reference (g). ANNEX C provides detailed guidance for providing Military Assistance for Civil Disturbances (MACDIS).

#### 4. Concept of Operations

a. The command organization detailed herein will be the civil emergency response organization for Navy planning activities in COMNAVREG MIDLANT's AO. The skills and materials needed to recover from an enemy attack are similar to those required to prevent, minimize or recover from peacetime civil emergencies. Most host installations possess the basic organization, resources, and equipment necessary to respond to a civil emergency. Those possessing such capabilities will have a Civil Emergency Management Program and a Civil Emergency Response and Recovery Plan. Tenant activities will have a designated Disaster Preparedness Officer (DPO). Tenants will prepare procedures, systems, and capabilities to comply with the Civil

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Emergency Management program and Civil Emergency Response and Recovery Plan of their host.

b. Domestic civil emergencies may overlap military and civilian jurisdictions. Civil emergency operations and recovery planning involve the principle of mutual assistance. Navy commanders should be prepared both to aid civil authorities and to request assistance, if needed, from other services, federal agencies, and state and local authorities within their area.

c. The organizational structures responsible for planning and executing DON and federal support to civil authorities in domestic civil emergencies are detailed in enclosures (1) and (2).

(1) Chief of Naval Operations (CNO) (N31) (N52). Responsible for managing the overall Navy Civil Emergency Assistance Program and for preparing CNO guidance addressing programs that support civil authorities in times of emergency.

(2) Principal Planning Agent (PPA). The Commander in Chief, U.S. Atlantic Fleet (CINCLANTFLT) is the designated CNO representative responsible for planning, coordinating and executing Navy response to civil emergencies arising in the eastern CONUS, which includes COMNAVREG MIDLANT's AO.

(3) Regional Planning Agent (RPA). COMNAVREG MIDLANT is the designated representative of the PPA responsible for planning, coordinating, and executing Navy response to civil emergencies within the states of Virginia, West Virginia, Pennsylvania, Delaware, Maryland, and the District of Columbia.

(4) SOPA (ADMIN) Sub-Areas. Commands listed below are designated sub-areas within COMNAVREG MIDLANT's AO:

(a) Commanding Officer, Naval Station, Norfolk, Virginia. Includes NAVSTA Norfolk, VA, Camp Allen, Camp Elmore, and all Navy and Marine Corps activities and reserve units in Virginia not included in paragraphs 4.c.(4)(b) through 4.c.(4)(e), and paragraph 4.c.(6)(a) and (b). Includes Sewells Point Branch Medical Clinic, Norfolk, VA; Oceanographic Systems, Atlantic, Norfolk, VA; OCEN Norfolk, VA; Organizational Effective Systems Atlantic, Norfolk, VA; Naval Fuel Depot Craney Island.

(b) Commanding Officer, Naval Amphibious Base, Little Creek, Virginia. Includes Naval Amphibious Base Little Creek, Norfolk, VA and all tenant activities; Naval Air Station Oceana, Virginia Beach, VA and all tenant activities; Fentress Field, Chesapeake, VA; Fleet Combat Training Center Atlantic, Dam Neck, VA; Naval Audit Service Southeast Region, Virginia Beach, VA; Naval Security Group Activity Northwest, Chesapeake, VA; Naval Radio Transmitting Facility, Driver, VA.

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(c) Commanding Officer, Norfolk Naval Shipyard, Portsmouth, Virginia. Includes Norfolk Naval Shipyard, Portsmouth, VA and all tenant activities; Naval Inactive Ships Facility Norfolk, Portsmouth, VA; Navy Fuel Facility, Portsmouth, VA; Naval Electronics Systems Engineering Center, Portsmouth, VA; St. Julien's Creek Annex, Portsmouth, VA; Naval Medical Center, Portsmouth, VA.

(d) Superintendent of Shipbuilding Conversion and Repair, Newport News, Virginia. Newport News Shipbuilding and Drydock, and Marine Corps Reserve Center, Newport News, VA.

(e) Commanding Officer, Atlantic Ordnance Command, Yorktown, Virginia. Includes Naval Weapons Station, Yorktown, VA and all tenant activities; Naval Cargo Handling and Port Group Battalion, Cheatham Annex, Williamsburg, VA; and Cheatham Annex Naval Supply Center Norfolk, Williamsburg, VA

(5) Sub-Regional Planning Agents (SRPAs). Designated representatives subordinate to the RPA, responsible for planning, coordinating, and executing Navy response to civil emergencies within a specific geographical sub-region. COMNAVREGMIDLANT's designated SRPAs are:

(a) Commanding Officer, Naval Radio Station, Sugar Grove, West Virginia. Includes all Navy activities in West Virginia.

(b) Commandant, Naval District, Washington, DC. Includes all Navy activities in the Washington, DC area.

(c) Commanding Officer, Naval Air Station/Joint Reserve Base, Willow Grove, Pennsylvania. Includes all Navy activities in the states of Pennsylvania and Delaware.

(6) Local Planning Agents (LPAs). LPAs are defined as those heads of host Navy activities and commands who have been designated by their respective SRPAs, and approved by the RPA, who are responsible for civil emergency planning within a certain local area. The LPAs for SRPA Commandant, Naval District, Washington, DC are as follows:

(a) Commander, Naval Station Washington, DC. Includes Washington DC, the counties of Fairfax, VA, Montgomery, MD, and Prince Georges, MD, and the northern counties of VA and MD.

(b) Commander, Naval Surface Weapons Center, Dahlgren, Virginia. Includes all Navy activities in the Dahlgren, VA area, Wallops Island area, all tenant activities, and the northern VA counties of Loudoun, Prince William, Fauquier and Stafford, and all cities located within the combined outer boundaries.

(c) Commanding Officer, Naval Air Warfare Center, Aircraft Division, Patuxent River, Maryland. Includes all Navy activities in

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the state of Maryland except the Naval Academy and those located in the counties listed in paragraph 8.c.(5)(a) above.

(d) Commanding Officer, United States Naval Academy, Annapolis, Maryland.

(7) Navy Activity Commanders

(a) As head of a host activity, Navy commanders are tasked as LPAs for civil emergency planning as required by the RPA/SRPA. LPAs will use, as mission requirements permit, existing organizational structures and available resources to render assistance to civil authorities in civil emergencies.

(b) Host base commanders, regardless of service, have overall responsibility for planning and providing assistance to civil authorities in civil emergencies. Navy tenant activities will support, as mission requirements and capabilities permit, the host base civil emergency program as outlined in host-tenant agreements, memorandums of understanding, or host base plans and instructions. Support will include participation in emergency planning and exercises, scheduling personnel for training, and furnishing a proportionate share of personnel for civil emergency operations.

(c) Navy activity commanders may, without prior RPA approval, assist local civil authorities when an imminently serious emergency situation is of such severity that immediate assistance is required to save human lives, prevent human suffering, or mitigate extensive property damage.

(8) Navy Emergency Preparedness Liaison Officers (NEPLOs). NEPLOs are selected Reserve Officers assigned to civil and/or military headquarters to represent DON planning agents to civil authorities in the event of civil emergencies and key assets protection. NEPLOs also assist the RPA in coordinating the SRPAs and LPAs in their assigned geographical areas. Enclosure (1) provides NEPLO command relationships. NEPLO assignments are:

(a) One NEPLO as the PPA representative to provide advice, coordination, and assistance to the Commander, United States Army Forces Command (FORSCOM) regarding all aspects of DON civil emergency planning and operations. This officer liaisons directly with CINCLANTFLT, and is not part of the COMNAVREG MIDLANT NEPLO organization.

(b) One NEPLO as the RPA representative to the First Continental U.S. Army (CONUSA) headquarters, responsible for providing advice, coordination, and assistance regarding all aspects of DON civil emergency planning within the RPA's AO.

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(c) Two NEPLOs as RPA representatives to FEMA Region III Headquarters to coordinate, advise, and assist the FEMA Region III Director regarding all aspects of DON civil emergency planning and operations. In addition, when directed by the RPA, NEPLOs will represent DON interests on the FEMA Regional Interagency Steering Committee (RISC) and other FEMA regional committees that convene.

(d) One NEPLO for each state or commonwealth in COMNAVREG MIDLANT's AO, as the RPA representative to the State Adjutant General/State Area Command (STARC) Headquarters for planning and coordinating the execution of civil assistance plans at the state and local level; to inform naval activities of the status of requirements for state military support plans; to assist the RPA in the identification of the reporting and verification requirements of the disaster response capabilities of DON forces; and to advise and assist DON activities in planning, coordinating, and training for various civil emergency contingencies.

d. Disaster Operations

(1) Domestic disasters may overlap military and civilian jurisdictions. Both military and civilian disaster operations and recovery planning involve the principle of mutual assistance. Navy commanders should be prepared, in an emergency, to aid civil authorities and to request assistance, if needed, from other DOD activities, federal agencies, and state and local authorities within their area.

(2) At the Navy activity level, the ability to provide assistance for civil disaster operations falls into three categories:

(a) The activity has been damaged and personnel and resources are needed for self-recovery.

(b) The activity has not been damaged and can provide disaster assistance to civil authorities.

(c) Circumstances dictate the requirement for both self-recovery and off-station deployment.

(3) Except as directed by higher authority, the primary responsibility of the activity is self-recovery, using all available personnel and resources. Consequently, the extent to which aid could be furnished to others would then depend upon the degree of damage and available resources. For example, a lightly affected naval activity could provide assistance to a heavily affected civilian community adjacent to it. On the other hand, should the damage exceed the activity's capability for self-recovery, the activity commander may request assistance from the civil authorities, other military services, and/or the next higher echelon in the DON civil disaster organization.



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(4) Operational command of Navy forces assigned to assist in civil disaster relief operations remains with the commander of the committed forces. Commanders may withdraw forces immediately following completion of relief operations, or when dictated by military mission priorities. Unit integrity will be maintained, if possible, to effect withdrawal or reassignment to military missions. The withdrawal of forces for reassignment to military missions will first be coordinated with the RPA and the PPA.

(5) When designated, the Defense Coordinating Officer (DCO) appointed by First CONUSA to coordinate DOD support activities may assign missions and tasks directly to the officer-in-charge of DON units engaged in civil relief operations.

(6) FEMA may directly request federal resources for disaster assistance that has not been coordinated through the DCO, and which are not of a critical nature. Such requests will be forwarded to CNO/Commandant of the Marine Corps (CMC) via COMNAVREG MIDLANT and CINCLANTFLT.

## 5. Responsibility

### a. General

(1) Commanding officers, officers in charge of activities/ functions, and program managers within the COMNAVREG MIDLANT AO, and nearest the disaster area, will provide assistance and take such immediate action, within the limits of their capabilities, as may be necessary to minimize the initial effects of the disaster. This will include, but is not limited to, the mitigation of loss of human life and serious property damage. In general, minimum essential actions will probably consist of rendering first aid to the injured, perhaps clearing the area of nonessential personnel endangering themselves or others or impeding immediate response capabilities, and notifying appropriate authorities. Procedures requiring special skills will be undertaken only by personnel properly trained and equipped to perform these functions.

(2) If a disaster occurs beyond the boundaries of a federal/ military installation, primary responsibility for control at the scene rests with civil authorities.

b. Commander, Navy Region Mid Atlantic. COMNAVREG MIDLANT serves as the RPA for all Navy activities/ functions within its AO as delineated in reference (m) and provides overall policy, guidance, and procedures for the DPRP within the AO. Staff offices will support the Navy Civil Disaster Assistance and Joint Key Assets Protection (JKAP) programs within their functional areas of responsibility. Specific responsibilities include:

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(1) Director of Operations, COMNAVREG MIDLANT.

(a) Carry out direct liaison with appropriate military, federal, state and local authorities for the planning and execution of the civil disaster assistance program.

(b) Establish command relationships and provide for operational control of Navy forces assigned in support of civil disaster assistance missions or tasks.

(c) Establish a COMNAVREG MIDLANT Operational Control Center (OPCON) and complete actions delineated in Annex H.

(d) Establish priorities for civil assistance.

(e) Schedule realistic training exercises on a routine basis, in conjunction with CINCLANTFLT. These exercises should include the activation and coordination of civilian assets in order to evaluate and improve the management of the Civil Assistance Program (CAP).

(2) Disaster Preparedness Program Manager, COMNAVREG MIDLANT.

(a) Initiate actions in planning for and responding to disaster contingencies per Annex H of this instruction.

(b) Ensure subordinate activities develop and maintain an Emergency Management Program in support of references (a) through (u) of this instruction.

(c) Coordinate the Navy's regional response to requests for assistance in all civil disasters.

(d) Develop procedures and guidelines to coordinate and control, through DON commanders, the employment of naval resources made available for civil disaster assistance contingencies.

(e) Ensure activities report Navy requirements, resources, force availability and capabilities for support of civil emergency operations in accordance with Annex A of this instruction.

(f) Review and approve supporting plans required of subordinate activities, and review Navy base support agreements with local authorities.

(g) Ensure activities within COMNAVREG MIDLANT's AO assist Naval Facilities Engineering Command (NAVFACENGCOM) in developing and maintaining an automated database file of naval resources for use in responding to and recovering from civil disasters.

(h) Ensure NEPLOs within COMNAVREG MIDLANT's AO update the Department of Defense Resource Database (DODRDB) on a timely basis.

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## (3) Public Affairs Officer, COMNAVREG MIDLANT

(a) Establish a Joint Information Center (JIC) and coordinate Public Relations per Annex H.

(b) Prepare news releases for approval by COMNAVREG MIDLANT.

(c) Ensure a Community Emergency Action Team (CEAT) is established and available to visit local communities and provide direct liaison, information, and guidance to address areas of public concern.

(d) Assign a Protocol Representative to handle the protocol associated with expected visits of government dignitaries from the state and national levels.

(e) Ensure procedures are established and response force personnel are briefed on public affairs policies.

(f) Provide support for the news media.

(g) Establish communications with the CINCLANTFLT PAO, and with the Assistant Secretary of Defense (Public Affairs) [ASD(PA)]. Keeps both informed of recovery operations.

(h) Cooperate with state and local PAOs concerning news releases.

## (4) Legal Officer, COMNAVREG MIDLANT

(a) Provide legal guidance in all matters pertaining to disasters per Annex H.

(b) Assist the Naval Legal Services Office in establishing an area Claims Processing and Legal Assistance Center, as required.

(c) Serve as a member of the CEAT.

(d) Review operational plans to ensure that they meet legal requirements, particularly with respect to security, environmental safety (to include radiological safety), and documentation of facts for use in future claims or litigation.

(e) Provide representatives to the COMNAVREG MIDLANT OPCON when directed.

## (5) Regional Engineer

(a) Provide technical advice relating to the protection and restoration of a disaster site per Annex H.

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(b) Assist in developing short-term and long-term recovery plans.

(c) Provide a representative to serve as a member of the CEAT.

(d) Provide representative(s) to the COMNAVREG MIDLANT OPCON when directed.

(6) Regional Security Program Manager

(a) Provide physical security for the disaster site and recovery operations.

(b) Advise the Director of Operations on all security matters per Annex H.

(c) Ensure security personnel, facilities, and equipment are available for 24-hour operations.

(d) Ensure security procedures are established, reviewed, implemented, and that security personnel are clearly briefed on the use of deadly force.

(e) Interface with federal, state and local law enforcement officials.

(f) Assess and brief COMNAVREG MIDLANT on potentially unfriendly or subversive elements.

(g) Provide evacuation assistance.

(h) Provide representative(s) to the COMNAVREG MIDLANT OPCON, when directed.

(7) Regional Director, Navy Family Services of Hampton Roads

(a) Provide advice pertaining to emergency social services per Annex H of this instruction.

(b) Assist the Emergency Action Center (EAC) in providing essential family services.

(c) Provide advice on family rehabilitation and social services.

(d) Use the relief capabilities of the American Red Cross, Salvation Army, and available volunteers.

(e) Provide representation to the COMNAVREG MIDLANT OPCON, when directed.

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(f) Provide advice and counseling services to victims of major disasters.

c. Commanding Officer, Fleet Industrial Supply Center (FISC), Norfolk. Provide a Supply and Contracting Officer to COMNAVREG MIDLANT's OPCON to act as Director of Support. The Director is responsible for identifying the resources needed and the administrative procedures required for expeditiously procuring resources on short notice. Specific responsibilities include:

(1) Provide support for response force personnel per Annex H. This support will include:

(a) Serve as Contracting Officer for COMNAVREG MIDLANT.

(b) Establish a Disaster Response Team of designated buyers for identifying and obtaining the services of key and essential vendors of emergency supplies, including but not limited to: heavy equipment for recovery and restoration operations, backup electrical power, and anti-contamination suits and other specialized clothing.

d. Commanding Officer, Naval Medical Center, Portsmouth. Provide medical support personnel to assist in emergency medical treatment, and to establish health and safety programs supporting response operations per Annex H. Assigns a Medical Officer to COMNAVREG MIDLANT OPCON. Responsibilities include:

(1) Provide guidance on the potential health hazards to personnel of radiological contamination or exposure to radiation.

(2) Provide guidance on potential environmental health hazards to personnel.

(3) Provide guidance on the potential health hazards associated with Weapons of Mass Destruction (WMD), including chemical and biological weapons.

(4) Provide additional medical and radiation health staff as needed to support recovery operations.

(5) Treat casualties, injuries, and illnesses of response force personnel.

(6) Implement the collection of bioassay samples from response force personnel.

(7) Establish heat and cold weather injury prevention programs, as appropriate.

e. Commanding Officer, Naval Communications Area Master Station, Atlantic. Provide a communications officer to the COMNAVREG MIDLANT

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OPCON and sufficient resources to provide a communications system in the event of a disaster. Member responsibilities include:

- (1) Provide guidance relative to communications assets appropriate for response to a disaster per Annex H.
- (2) Coordinate and provide leased commercial communications systems as required.
- (3) Develop plans and procedures to coordinate the expeditious deployment of service-owned communications systems equipment and supporting personnel as requested by COMNAVREG MIDLANT.
- (4) Coordinate frequencies and call signs as required to establish local radio nets.
- (5) Provide guidance and assistance in maintaining circuit discipline and establishing operational priorities and procedures.

f. Commander in Chief, U.S. Atlantic Fleet Detachment, Fleet Combat Camera Atlantic Atlantic. Provide personnel for obtaining the audiovisual documentation of events involved in disaster response and recovery operations for operational analysis, training, information, and historical purposes.

g. Commanding Officer, Naval Legal Services Office

- (1) Provide claims and legal assistance personnel and services at the disaster sites/JIC area as required.
- (2) Provide experienced attorneys to augment COMNAVREG MIDLANT Legal Officer as directed by Director of Operations.

h. Public Works Center (PWC), Norfolk

- (1) In the event of a major disaster, provide an engineering officer to serve as the single point of contact for COMNAVREG MIDLANT for coordinating repairs, and the assets needed to perform repairs.
- (2) Designate qualified engineering personnel to perform damage assessment, assign priorities, allocate materials, and coordinate tasking during recovery operations.
- (3) Provide a representative to COMNAVREG MIDLANT OPCON to coordinate the restoration of facilities per Annex H.

i. Sub-Regional Planning Agents

- (1) Designate a qualified staff officer, or equivalent civilian, to coordinate with appropriate regional military, federal, and civilian authorities in planning and executing military assistance

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measures and in implementing the civil disaster assistance program in the AO.

(2) Prepare specific plans to implement this instruction.

(3) Assist civil authorities when an imminent emergency exists and it would be impractical to await instructions from higher headquarters, or when directed by the PPA, RPA, or higher authority.

(4) Provide disaster response teams capable of responding to disasters as organizational units established along existing functional lines, i.e., medical, supply, security, public works, decontamination, etc.

(5) Submit post-emergency summary reports to COMNAVREG MIDLANT, consisting of information on military personnel available for temporary assistance to civil authorities.

(6) Provide representation to the COMNAVREG MIDLANT OPCON as directed.

j. U.S. Navy Shore Commanders within COMNAVREG MIDLANT AO

(1) Designate a qualified staff officer or equivalent civilian official to coordinate with appropriate military, federal, and civilian authorities in planning and executing military assistance measures, and implementing the civil disaster assistance program in the AO.

(2) Carry out authority and responsibilities in accordance with reference (m) of this instruction and as directed by appropriate SRPA or COMNAVREG MIDLANT.

(3) Each installation will designate both primary and alternate emergency operations centers, and advise COMNAVREG MIDLANT of their location, telephone numbers, and types of communications available.

(4) Provide disaster assistance, shelter, temporary housing and food and water to disaster victims.

(5) Provide representation to the COMNAVREG MIDLANT OPCON as directed.

(6) Perform search and rescue operations.

(7) Provide crisis counseling.

(8) Provide funding for emergency operations.

(9) Provide emergency social services.

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(10) Coordinate the provisioning of fuel resources, as required, to meet essential disaster response requirements.

(11) Execute plans for military support of civil authority, including provisions for tenant commands.

(12) Provide immediate and independent assistance to local civil authorities on a not-to-interfere basis with protection and restoration of Navy mission capabilities.

(13) Submit disaster summary reports to COMNAVREG MIDLANT.

(14) Develop specific plans to protect and restore the operational capabilities of the command.

k. Naval Emergency Preparedness Liaison Officer

(1) Advise assigned headquarters of DON mission requirements and policies affecting support matters.

(2) Advise COMNAVREG MIDLANT of planning requiring DON support in civil disaster contingencies.

(3) Represent and assist DON commanders in planning and coordinating DON resources available for civil disaster contingencies.

(4) As directed by COMNAVREG MIDLANT, serve as DON representative on civil/military committees or boards pertaining to civil disaster planning and operations.

(5) Advise assigned headquarters of DON capabilities, limitations, and priorities for rendering support to civil authorities.

(6) Advise assigned headquarters of assistance that DON may require in various disaster contingencies.

(7) Assist assigned headquarters in its civil assistance planning and execution responsibilities.

(8) Coordinate the resolution of conflicting requirements involving DON resources, as well as civil resources needed for military or civil disaster operations.

(9) Carry out assignments as directed.

(10) Draft and release SITREP messages reporting the occurrence of events that require prompt reporting to higher authorities.

l. Requests for assistance. Navy commanders shall forward requests to COMNAVREG MIDLANT as required for:



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- (1) Explosive ordnance assistance.
- (2) Employment of military resources to assist civil authorities in major disaster and emergency relief operations.
- (3) Naval resources to assist the Federal Bureau of Investigation (FBI) in the event of terrorist incidents.
- (4) Training assistance related to the control of civil disturbances for civil law enforcement agencies.

m. Funding and Reimbursement. For civil disasters and emergencies, when the U.S. Army coordinates and controls military assistance, or requests other military services to provide resources and services, Commander, First U.S. Army will process the collection of the military expenses incurred.

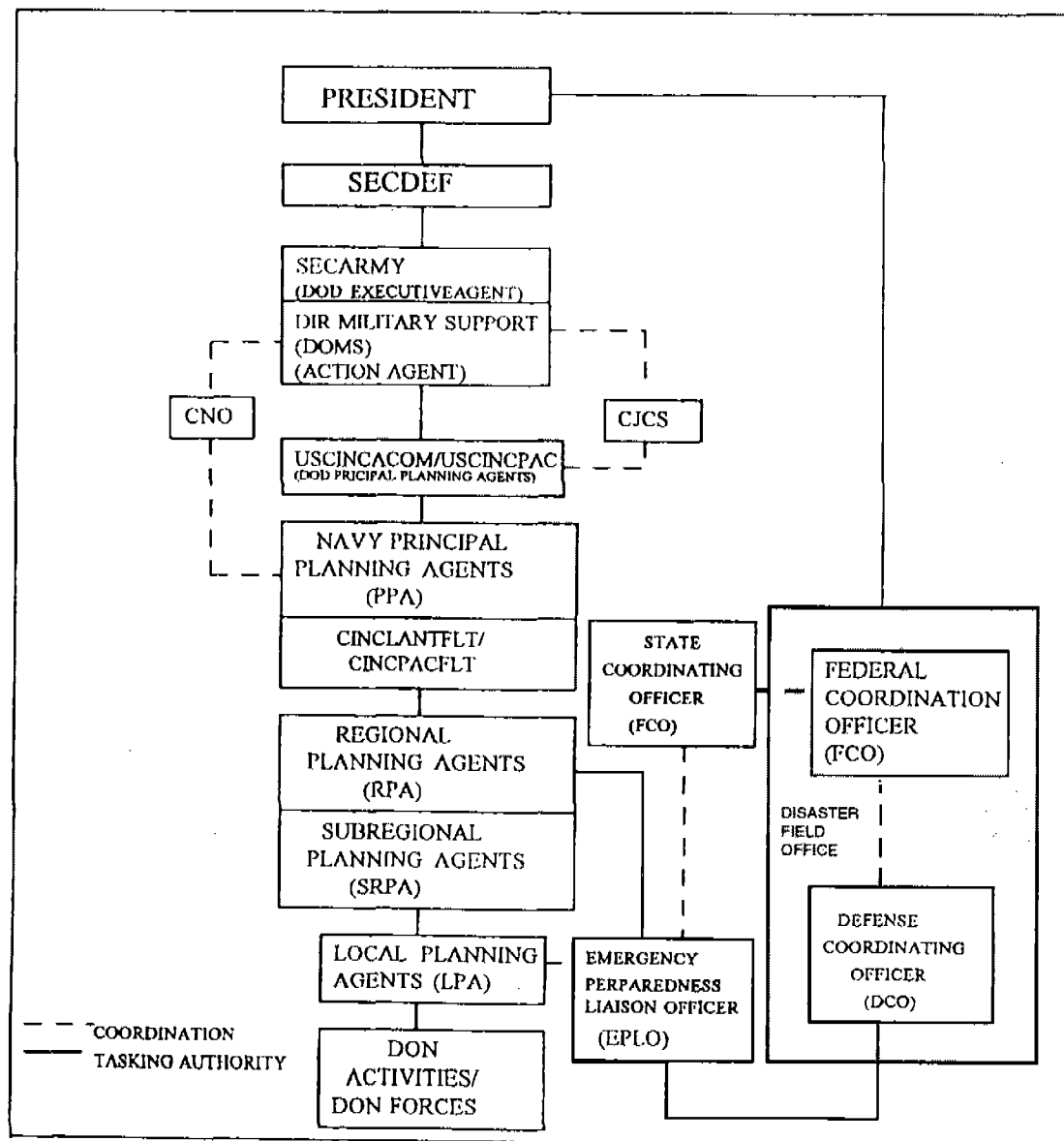
(1) COMNAVREG MIDLANT will furnish Standard Form 1080 billings with documentation of expenses incurred during Presidentially declared disasters/emergencies. Billings shall be submitted by COMNAVREG MIDLANT for its AO via CINCLANTFLT to Headquarters, First U.S. Army, who will then submit consolidated billings to FEMA for reimbursement.

(2) All charges related to supplies and services furnished at the request of the American Red Cross will be processed for collection and submitted on Standard Form 1080 to COMNAVREG MIDLANT.

(3) In cases involving impending disasters or disasters that do not receive a Presidential declaration, each Navy commander shall bill the requester for assistance directly. Requests for reimbursement from local agencies will be handled at local levels.

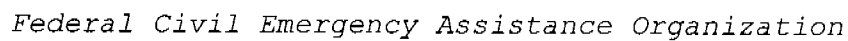
(4) Navy commanders/CO's must obtain a formal request for assistance from the Commander, U.S. First Army (or DCO when designated) to be eligible for FEMA reimbursement. First U.S. Army will provide the location and information for contacting the DCO, when designated.

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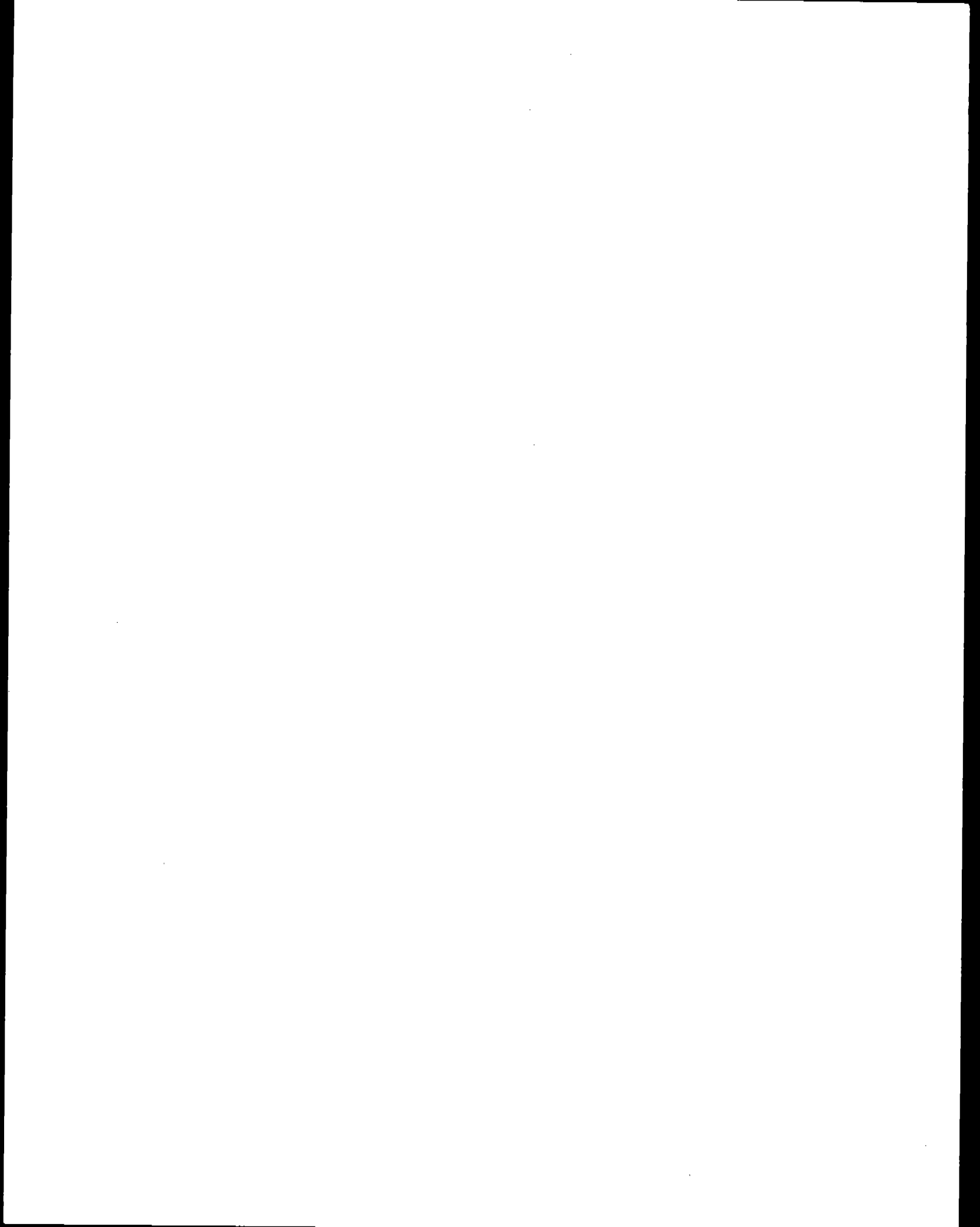


Navy Civil Emergency Assistance Organization

Enclosure (1)



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ANNEX ADESTRUCTIVE WEATHER DISASTER PREPAREDNESS AND RECOVERY

Ref: (a) COMNAVBASENORVA/SOPA(ADMIN)HAMPINST 3141.1 (Series),  
Destructive Weather Plan  
(b) COMNAVBASENORVA/SOPA(ADMIN)HAMPINST 3171.7 (Series), Winter  
Storm Condition Plan

1. Purpose. To publish disaster preparedness and recovery guidance to be employed by commands and activities within COMNAVREG MIDLANT's AO.

2. Background. Reference (a) provides guidance and procedures to be employed by commands upon the onset of destructive weather. Reference (b) provides specific guidance during winter storm conditions. This annex provides detailed procedures necessary for area commands to adequately prepare for, and recover from, weather-related disasters.

3. Responsibilities

a. COMNAVREG MIDLANT (RPA)

(1) Will direct rescue and recovery operations from the OPCON located in Building N-26 based upon mission needs without regard to geographic subdivisions. COMNAVREG MIDLANT will allocate resources and assign priorities.

(2) Will convene an emergency meeting of sub-area commanding officers/commanders and senior PWC personnel to coordinate plan and prepare for recovery. This meeting will be held before the disaster if there is ample warning or as soon as possible after the event if there is no warning. The following activities will attend:

- (a) Naval Station, Norfolk, VA; Area I
- (b) Naval Amphibious Base, Little Creek, VA; Area II
- (c) Naval Shipyard, Norfolk, VA; Area III
- (d) Supervisor of Shipbuilding, Newport News, VA; Area IV
- (e) Naval Weapons Station, Yorktown, VA; Area V
- (f) Atlantic Division, Naval Facilities Engineering Command, Norfolk, VA
- (g) Public Works Center, Norfolk, VA
- (h) NAS Oceana, Virginia Beach, VA
- (i) Others as directed.

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(3) Will require, after a disaster, a priority listing of damaged buildings and equipment (classified as mission essential or non-mission essential), a listing of functional equipment, an evaluation of the ability of the command to meet the command mission, an organizational listing of personnel and equipment available to assist other commands, a listing of functional cellular telephone numbers (command, telephone number, telephone user), and a priority listing of emergency power requirements.

(4) Will assemble an Emergency Management Committee to meet at least quarterly to coordinate disaster planning and response operations. The following activities will appoint Disaster Preparedness Coordinators to the committee:

- (a) Naval Station, Norfolk, VA
- (b) Naval Amphibious Base, Little Creek, VA
- (c) Naval Air Station, Oceana, VA
- (d) Naval Weapons Station, Yorktown, VA
- (e) Norfolk Naval Shipyard, Portsmouth, VA
- (f) Fleet Combat Training Center, Dam Neck, VA
- (g) Public Works Center, Norfolk, VA
- (h) Others as directed

b. Navy shore commands in the COMNAVREG MIDLANT AO will:

(1) Restore and maintain command functions with existing resources.

(2) Provide maximum support to afloat and fleet air units.

(3) Coordinate requests for assistance through COMNAVREG MIDLANT.

(4) Continue to perform critical functions to the extent capable.

(5) Maintain a current recall bill for notification of personnel in the event of an emergency. The procedure should consume as little time as possible and place direct responsibilities on key individuals for contacting personnel.

(6) Ensure maximum utilization of protective measures in providing for the health and safety of persons and property. Ensure

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emergency shelters, feeding, clothing and social services are provided to victims of a disaster.

(7) Ensure that individual and organizational training programs adequately prepare all personnel to accomplish assigned tasks, while operating in framework of a responsive, efficient, and effective organization.

(8) Ensure communications networks required for the control and coordination of emergency operations are established, maintained and operational.

(9) Maintain a detailed list of procedures and actions to be followed in support of response and recovery operations when a disaster threatens or strikes.

#### 4. Concept of Operations

a. Regardless of how well activities are prepared, the unpredictable nature of disasters are such that, in the final analysis, installations must be prepared to withstand the initial impact of the disaster on their own. The unavoidable period of self-sufficiency will vary based on the nature and extent of the disaster, and may last from several hours to several days.

b. The readiness and capability of activities to employ the considerable self-help potential found at the individual installation can, significantly impact the degree to which the disaster is contained, and the cost in loss of life and property.

c. It is recognized that emergency preparedness shortfalls will exist should a major disaster strike. It is the responsibility of all commanders to provide for such shortfalls within the limits of available resources.

d. Activities should prepare and maintain individual detailed disaster preparedness and recovery plans to conform to this instruction and perform annual individual reviews to ensure the plans remain current.

e. Activity Disaster Preparedness and Recovery Plans should provide for:

(1) Procedures to identify personnel as belonging to either the ALPHA or BRAVO evacuation categories, and ensure all personnel are aware of their category assignment. Plans should also identify key personnel by name and billet, and identify procedures to be followed and provisions to be made for these personnel to report ASAP and remain on base until recovery operations are complete.

(2) Procedures to inform personnel about local community hurricane shelter programs. Personnel should be instructed not to tie

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up base telephone lines needed for emergency operations, and told to listen to local television and radio stations for destructive weather conditions, warnings and instructions. Plans should also provide for annual hurricane awareness programs. These programs should include suggested preparations to secure both work areas and homes in the event of adverse weather conditions.

(3) Procedures for backing up data on computer disks and storing in watertight containers in a secure area.

(4) Procedures for fueling all government vehicles and generators before and during a disaster, and procedures for moving vehicles to safe havens.

(5) The designation of primary and alternate Emergency Operations Centers (EOCs). Reliable communications personnel should be identified and designated as key and essential personnel. Communications should have antennas designed to withstand hurricane force winds, or procedures in place to remove antennas prior to the disaster, and reinstall antennas as soon as possible immediately following the disaster. Telephones in the EOCs should have emergency ringers on key telephone lines and emergency power backup generators.

(6) Procedures to employ emergency generators at mission essential facilities, government fuel pumps, etc., and identify generator tie-in points and refueling procedures.

(7) Plans outlining evacuation procedures as well as procedures for feeding key and essential personnel that remain on base. (Food Service personnel should be identified as key or essential).

(8) Plans detailing utility recovery procedures and the locations of electric, water and sewage systems. Coordinate plans with local utility companies and PWC.

(9) The procurement of perishable items only when required, as well as procedures to replenish them regularly.

(10) Repair lockers to be established and prepositioned in locations with easy access. Responsibility for repair lockers should be assigned to individual recovery teams to improve control and accountability. Periodic checks should be scheduled to ensure completeness. Locker supplies should include an appropriate number of:

- (a) Sand bags
- (b) Large waterproof tarpaulins
- (c) Rolls of plastic sheeting



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- (d) Cargo nets and trailer tie downs
- (e) Equipment tags (to identify ownership of moved equipment)
- (f) Masking and duct tape
- (g) Rags
- (h) Plywood (procured when needed)
- (i) Mops, squeegees and buckets
- (j) Large capacity plastic trash bags
- (k) Fifty-five gallon drums
- (l) Gloves
- (m) Shovels
- (n) Extension cords
- (o) Brooms
- (p) Flashlights/lanterns and batteries for two days
- (q) Meals, Ready-to-Eat (MREs)
- (r) Cots, bedding, blankets
- (s) Coolers
- (t) Foul weather gear
- (u) Tools, hammers, nails, wrenches, pliers, chain saws, etc.
- (v) Administrative supplies, paper, pencils, pens, manual typewriter(s), etc.
- (w) Shipline

(11) Procedures to fill all available water containers in advance of a hurricane or other major disaster.

(12) Procedures to establish a relief center in a central location (with possible satellite locations identified). The center should provide legal assistance, medical personnel, counselors, childcare facilities, chaplains and ombudsmen. It should also have capabilities to assist dependents in communicating with deployed personnel advising them on their health and safety. The center should be in a central location for the collection and distribution of relief

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supplies. It should also provide current community recovery information such as the locations of food, water, gasoline, etc. The center should establish a 24 hour information hotline and distribute the number(s) via local media and to other commands to ensure personnel receive accurate and timely reports concerning recovery efforts.

(13) Disaster Response Teams (DRT) will be established to perform initial damage assessment, disburse emergency supplies, provide security, assist in rescue and shoring operations, and initiate emergency repairs. Appendix 1 describes minimum required DRT teams.

(14) Working parties will be established consistent with mission requirements to fill sandbags, conduct rescue and shoring operations, effect debris removal, etc. Each working party will have, at a minimum, an appropriate number of:

- (a) Vehicles
- (b) Radios
- (c) Chain saw(s)
- (d) Shovels
- (e) Pry bars
- (f) Hammers and nails (16D and 8D)
- (g) Flagging tape
- (h) Duct tape
- (i) Flashlights with spare batteries
- (j) Face shield/hearing protection
- (k) Foul weather gear
- (l) Axe(s)
- (m) Plywood, ½"
- (n) 2" x 4" wood
- (o) 4" x 4" wood
- (p) Hard hats
- (q) Flood lights

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(r) Sledge hammer(s)

(15) The utilization of local media to notify non-essential personnel when to return to work and the proper attire to wear. If a curfew is in place, plans should include procedures to issue passes to allow personnel to travel to and from home.

(16) The establishment of recovery priorities to allocate scarce resources in restoring critical operations and protecting the safety and health of personnel. Priorities to consider:

(a) Clearing roads required for emergency vehicles

(b) Restoration of electrical power for sewage lift stations and water pumping

(c) Restoration of water supply

(d) Restoration of naval hospital and clinics

(e) Restoration of galley facilities

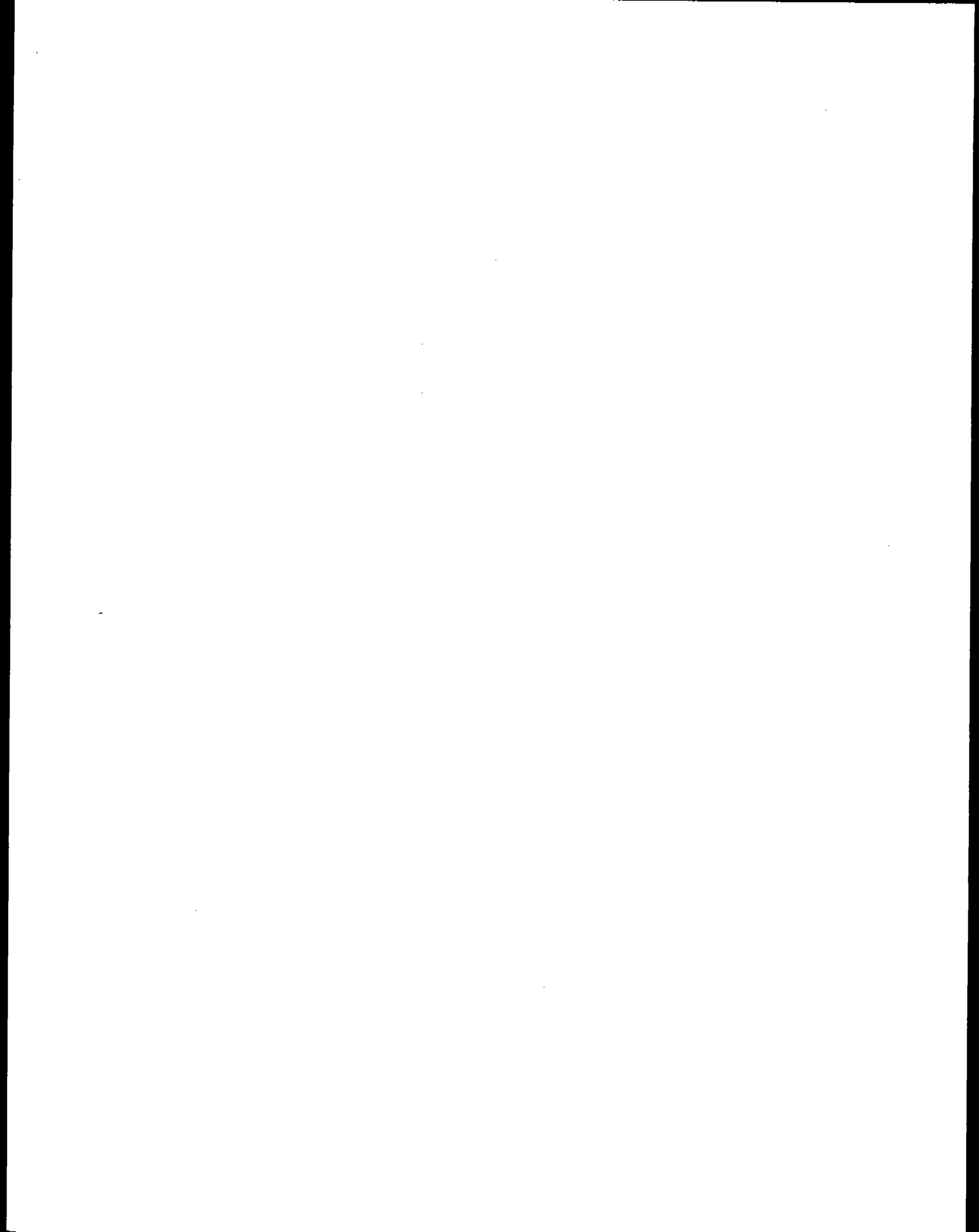
(f) Restoration of piers and pier services

(17) For search and rescue operations, activities should identify buildings that will remain occupied throughout the incident by securely tying or nailing red tape in a conspicuous place on the front of the building. Blue tape should be used for unoccupied buildings. Building occupants will be responsible for this action prior to releasing BRAVO personnel. Only buildings safe from winds and flooding, and essential to mission requirements, should remain occupied. All other personnel should be sent to authorized shelters.

#### APPENDICES

1-Disaster Response Teams

2-Damage Assessment



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APPENDIX 1 TO ANNEX ADISASTER RESPONSE TEAMS

1. General. During the mobilization of the Disaster Preparedness and Recovery Organization, all disaster response teams will muster regardless of the crisis. Teams should muster at a pre-designated point and draw required equipment.

2. Disaster Response Teams

- a. Personnel and Welfare Team
- b. Security Forces Team
- c. Navy Public Works Support Team
- d. Fire Team
- e. Ordnance Team
- f. Stretcher-bearer Team
- g. Food Service Team
- h. Supply Team

i. Chemical, Biological and Radiological (CBR) Team: CBR monitoring pool, personnel/equipment decontamination and shelter management teams.

- j. Bachelor Housing Team
- k. Medical Team
- l. Crisis Reaction Force Team

3. The organization, function, and responsibilities of each disaster response team are addressed in Tabs A through L.

Tabs

- A - Personnel and Welfare Team
- B - Security Forces Team
- C - Navy Public Works Support Team
- D - Fire Team
- E - Ordnance Team
- F - Stretcher Bearer Team
- G - Food Service Team
- H - Supply Team
- I - CBR Team
- J - Bachelor Housing Team

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K - Medical Team

L - Crisis Reaction Force Team

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TAB A TO APPENDIX 1 TO ANNEX A

PERSONNEL AND WELFARE TEAM

1. Personnel and Welfare Team Functions

- a. Screen and register ambulatory survivors coming from a disaster scene.
- b. Maintain appropriate liaison with the registration facilities of civil authorities and other military forces.
- c. Direct civilian survivors to appropriate civil relief organizations.
- d. Segregate disabled active duty military personnel and DOD civilian employees, directing them to appropriate medical or shelter facilities.
- e. Organize able survivors for assignment to the Disaster Response Force.





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TAB B TO APPENDIX 1 TO ANNEX ASECURITY FORCES TEAM1. Security Forces Team Functions

a. To provide overall security functions on all Naval Installations within the COMNAVREG MIDLANT AO, including traffic control, crowd control, and enforcement of law and order on military facilities.

2. Regional Security Forces

(1) The Regional Security Department is under the direction of the Program Manager for Public Safety. The Regional Staff is comprised of the following divisions:

- (a) Regional Program Manager for Public Safety
- (b) Regional Security Officer
- (c) Regional Anti-terrorism/Force Protection Officer
- (d) Regional Chief of Police

(2) The Regional Security Staff will plan and implement regional security programs and will provide support to installation commanders, AT/FP Officers and Security Officers in these areas.

(3) Each installation shall have a Security Department. This force is assisted in the day-to-day operations by the security forces of subordinate and tenant commands, as required.

(4) The Security Departments consist of the following commands, detachments, and subordinated elements:

(a) Naval Security Forces (NSF). Policies and procedures are contained in regional/installation instructions and in OPNAVINST 5530.14C. Navy Security Forces consist of civilian police officers GS-083, military Master-at-Arms and 9545's. Their primary mission is to provide an organization to conduct investigations, enforce laws, apprehend persons suspected of wrongdoing, prevent acts of terrorism and crime within installations, respond to requests for assistance, cooperate with local civil authorities, control base access, control traffic and parking within the installation, and conduct random inspections/searches as directed by installation commanders.

(b) Auxiliary Security Force (ASF). The ASF consists of active duty Navy personnel assigned on an additional duty basis within each installation. The ASFs routinely function under their respective commands, but when directed by COMNAVREG MIDLANT, come under the

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operational control of the Regional Security Officer. The training of the ASFs is either under the cognizance of the Regional Marine Cadre Mobile Training Team (MTT) who answer to the Regional AT/FP Officer or the installations Cadre Officer. The primary mission of the ASF is to supplement the regular Security Forces.

(c) Shore Patrol Branch. The primary mission of the Hampton Area Shore Patrol (HASP) is to:

(1) Enforce provisions of the Courtesy Turnover (CTO) and conduct liaison with civilian courts and law enforcement agencies regarding military members charged with violating state/civil law.

(2) Enforce the Uniform Code of Military Justice, U.S. Navy laws and regulations for members in a leave and liberty status and apprehend unauthorized absentees and deserters off base with the assistance of local enforcement authorities.

(3) Assist local law enforcement agencies in identifying service members involved in incidents/accidents with serious injuries or deaths and informing the chain of command.

(4) Patrol off-base military housing/Naval units, as required/requested.

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TAB C TO APPENDIX 1 TO ANNEX ANAVY PUBLIC WORKS SUPPORT TEAM1. Navy Public Works Support Team Functions

- a. Assist in the immediate rescue of personnel trapped in buildings, vehicles, debris, etc.
- b. Assemble all vehicles and equipment that may be necessary for use by Disaster Response Teams.
- c. Provide a power shovel, crane, or other heavy equipment to assist in rescue and recovery operations, debris removal, and decontamination.
- d. Provide portable light plants (light towers) and floodlights as needed to assist in repair, salvage, rescue, and recovery operations.
- e. Assist in the underwater rescue of personnel.
- f. Secure live power lines that are a personnel hazard and fire threat.
- g. Expedite waterborne evacuations, and emergency supply and transportation support.
- h. Assist in recovering supplies from warehouses.
- i. Repair and restore damaged power lines, facilities, and utilities needed to restore electrical power for emergency use, and to return services to normal operations as soon as possible.
- j. Pump and drain water and other liquids to effect rescue efforts and emergency operations.
- k. Repair drain sewers and remedy unsanitary conditions.
- l. Repair water and gas lines to minimize damage and return services to normal operation as soon as possible.
- m. Reinforce or dismantle damaged structures that are a hazard to safety and that impede access to essential areas required for recovery and/or rescue operations.
- n. Minimize progressive damage and restore the functional status of piers, wharves, dry-docks, and waterfront facilities.
- o. Remove debris and damaged equipment.

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p. Clear roads and landing zones of debris and effect repairs to ensure adequate access.

q. Move or otherwise transport supplies, material and personnel as required.

r. Apply proper chemicals to contaminated property (i.e. neutralize hazardous chemical contamination).

s. Maintain in operational readiness all motor vehicles dedicated to Disaster Response Teams.

t. Assist in underwater repair operations, and the salvage and repair of vessels or underwater equipment.

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TAB D TO APPENDIX 1 TO ANNEX A

FIRE TEAM

1. Fire Team Functions

- a. Provide capabilities at the scene of a disaster or emergency to aid in firefighting and rescue efforts.
- b. Assist at plane crash accidents.
- c. Assist the Hazardous Materials Manager in land/oil hazardous substance spill containment and recovery.



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TAB E TO APPENDIX 1 TO ANNEX AORDNANCE TEAM1. Ordnance Team Functions

a. Provide experienced, qualified military personnel to remove and dispose of explosive ordnance materials.

b. Support to civil authority is generally limited to specific actions authorized by the DOD executive agent for ordnance team activities. In the event of a civil emergency, however, all efforts should be made to save lives and limit significant property damage. Consequently, ordnance teams should execute emergency demolition operations as necessary in clearing waterways, obstruction or structures considered hazardous to public safety.





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TAB F TO APPENDIX 1 TO ANNEX A

STRETCHER BEARER TEAM

1. Stretcher-Bearer Team Functions
  - a. Remove injured personnel for medical treatment.
  - b. Remove deceased personnel to the designated morgue.



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TAB G TO APPENDIX 1 TO ANNEX A

FOOD SERVICE TEAM

1. Food Service Team Functions

a. Provide centralized feeding for disaster personnel and base population where required.

b. Establish feeding stations in emergency shelters, as directed by Installation Commanders and/or Program Manager, Support Services.



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TAB H TO APPENDIX 1 TO ANNEX ASUPPLY TEAM1. Supply Team Functions

a. Assist Disaster Response Teams in identifying material and equipment required for rescue and recovery efforts, properly identify such material and equipment as to Standard Navy Stock Number or commercial equivalent, and acquire such items.

b. Provide and issue items of equipment and consumable supplies to Disaster Response Teams operating at the emergency scene.

c. Provide replacement clothing for survivors of military activities.



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TAB I TO APPENDIX 1 TO ANNEX ACBR TEAM

1. CBR Team Functions. The team leader will organize members of the team based on individual training to tactically perform the following functions:

- a. Detect, locate, mark and report contaminated areas.
- b. Decontaminate buildings, structures, facilities, clothing, equipment, areas, and personnel exposed to NBC agents.
- c. Read non-self indicating dosimeters and recharge self-indicating dosimeters. Provide exposure data as required to the emergency operations center.
- d. Collect biological agent samples as necessary for evaluation by medical personnel.
- e. Recommend entry and stay times, and assist on-scene commanders in establishing control points for contaminated area ingress and egress.
- f. Supervise the distribution of CBR defense equipment to response teams and personnel at the emergency scene.



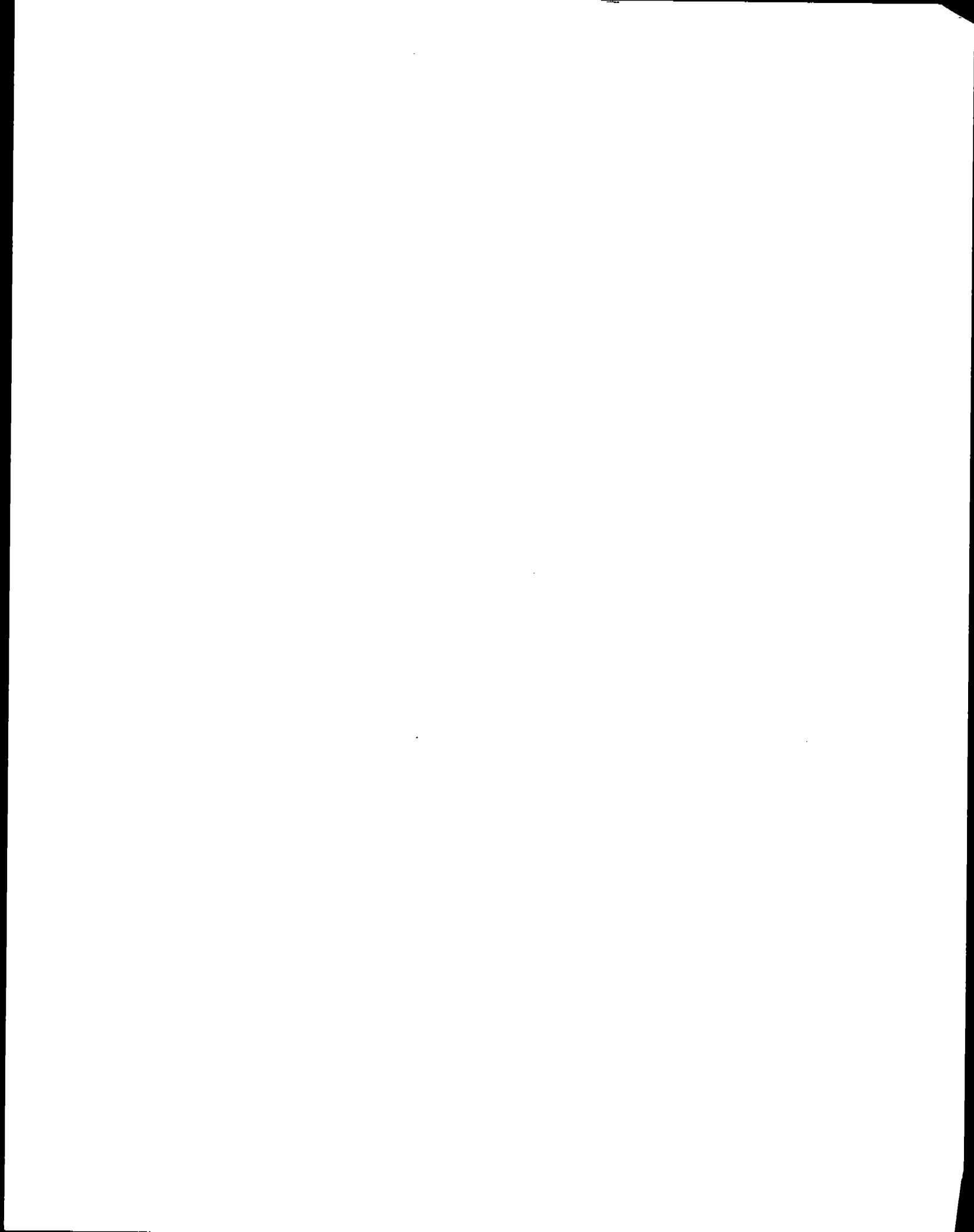


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TAB J TO APPENDIX 1 TO ANNEX A

BACHELOR HOUSING TEAM

1. Bachelor Housing Team Functions
  - a. Identify and catalog facilities suitable for emergency shelter.
  - b. Assist the Emergency Operations Center in providing shelter for members of Disaster Response Teams and survivors if necessary.
  - c. Assemble and store equipment and supplies necessary for emergency berthing of personnel.



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TAB K TO APPENDIX 1 TO ANNEX AMEDICAL TEAM1. Medical Team Functions

a. First Aid. Provide first aid at or near the disaster scene, as required. Tag and sort casualties, evacuate litter cases to Field Aid Stations or ambulance pickup points, direct ambulatory wounded to Field Aid Stations if further care is needed, or to the Personnel and Welfare Team for survivor registration and evacuation, if necessary.

b. Field Aid. Field Aid Stations should be established outside of and adjacent to the immediate disaster area. These stations will support the first aid function, receive and provide medical care to casualties from the disaster area, and coordinate first aid teams.

c. Coordinate medical services, supply and transportation, including civilian medical services. Receive and hold casualties and fatalities pending disposition, as required.

d. Team members may need to coordinate control, identification and/or description of pet animals.

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TAB L TO APPENDIX 1 TO ANNEX ACRISIS REACTION FORCE TEAM1. Crisis Reaction Force Team Functions

- a. To prevent or quell civil disturbances.
- b. To contain or repel overt attack by criminal/terrorist elements in conjunction with Security Team.
- c. To provide for the security and integrity of the installation as part of the security force.



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APPENDIX 2 TO ANNEX ADAMAGE ASSESSMENT

1. General. When a disaster occurs in COMNAVREG MIDLANT's AO, an initial assessment of the overall damage to installation property is required as soon as possible for each affected SRPA AO. This will provide the basis for the allocation of government resources if federal emergency assistance is required for the preservation of human life and the restoration of essential public services.

2. Concept of Operations

a. Immediately following a disaster and until such time as conditions permit on-site surveys, the damage assessment function will be accomplished by SRPA Emergency Operations Centers.

b. To ensure timely assistance, on-site assessment of damages must be made by ground survey teams as soon as possible, reports should be completed and forwarded within the first hour following the disaster. Updates should be forwarded as requested by the COMNAVREG MIDLANT OPCON. Information to be included in the initial report includes:

- (1) Injuries/Deaths
- (2) Building damages
- (3) Operability of essential utilities
- (4) Status of vehicles/equipment

c. Follow-up damage assessment is the responsibility of Commander, Naval Facility Engineering Command. NAVFACENGCOM will coordinate the organization of damage assessment teams for SRPAs, the preparation of damage assessment reports, and the forwarding of reports to COMNAVREG MIDLANT. The composition of each team will be suitable for the type of damage to be assessed. Each damage assessment team will prepare a report of its findings and submit it to NAVFACENGCOM and the SRPA EOC. NAVFACENGCOM will consolidate the information and forward a report to COMNAVREG MIDLANT.

3. Responsibilities

a. Commander, LANTNAVFACENGCOM

(1) Assessment of damage to government property including highways, roads, and bridges within COMNAVREG MIDLANT AO.

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(2) Forward disaster damage reports to COMNAVREG MIDLANT. Consolidated damage reports will be compiled and submitted in the format provided in Tabs A through C to Appendix 2 of this annex.

(3) Provide damage assessment teams to assist local governments when directed.

Enclosures

Tab A - Initial Disaster Damage Report

Tab B - Itemized Disaster Damage/Cost Report

Tab C - Subsequent Disaster Damage Assessment Report, Part II



**13 NOV 1999**TAB A TO APPENDIX 2 TO ANNEX AINITIAL DISASTER DAMAGE REPORT

1. Submit the following information to the COMNAVREG MIDLANT OPCON as soon as possible following a disaster causing damages to the installation. Information may be submitted by fax, phone, or radio. Submit updates as they become available; do not wait for a comprehensive damage assessment to be completed.

- a. Installation \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_
- b. Number and severity of buildings damaged (see code description below):
  - (1) Code 4 (No Damage)
  - (2) Code 3 (Minor Damage, building usable)
  - (3) Code 2 (Moderate Damage, portions unusable)
  - (4) Code 1 (Major Damage, building unusable)
  - (5) Code 0 (Catastrophic Damage, total loss)
- c. Condition of Piers \_\_\_\_\_
- d. Condition of Runways \_\_\_\_\_
- e. Condition of Roads \_\_\_\_\_
- f. Utilities:
  - (1) Electricity \_\_\_\_\_
  - (2) Water \_\_\_\_\_
  - (3) Sewage \_\_\_\_\_
- g. Casualties
  - (1) Fatalities \_\_\_\_\_
  - (2) Injuries \_\_\_\_\_
  - (3) Location of Casualties \_\_\_\_\_
- h. Point of contact and phone number \_\_\_\_\_
- i. Additional comments (use additional paper if necessary):

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2. Initial damage assessment should be made using the following numerical codes to determine damage:

<u>DAMAGE</u>	<u>CODE</u>
No Damage	4
Minor Damage: Building and roof intact. Damage consists of only broken windows or other minor items. Facility usable.	3
Moderate Damage: Building exterior or roof has been holed. Localized other damage on interior. Portions of building usable.	2
Major Damage: Large breaches in building exterior or roof. Interior of building sustained major damage structural damage. Facility unusable).	1
Catastrophic Damage: (Major portion of building or roof missing. Irreparable damage to interior and structure of building. Facility total loss).	0

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## TAB B TO APPENDIX 2 TO ANNEX A

## ITEMIZED DISASTER DAMAGE/COST REPORT

II. GOVERNMENT PROPERTY					
Type Property	Number Destroyed	Number Major Damage	Number Minor Damage	Dollar Loss	Remarks
<b>Category A:</b>					
Federal Gov't/Military					
Roads/Property/Structures					
Road Debris Clearance					
Government Property					
Structure Demolition					
Other (specify)					
<b>TOTAL LOSS, CATEGORY A</b>					
<b>Category B:</b>					
Protective Measures					
Life & Safety (Police, Fire, Rescue Costs)					
Property (barricading and sandbagging)					
Health (pumping, rodent/ insect control)					
Stream Drainage Channels					
Other (specify)					
<b>TOTAL LOSS, CATEGORY B</b>					
<b>Category C:</b>					
Local Gov't Road Systems					
Roads, Streets					
Bridges					
Culverts					
Sidewalks					
Traffic Control (road signs, etc.)					
Other (specify)					
<b>TOTAL LOSS, CATEGORY C</b>					

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		II. GOVERNMENT PROPERTY (continued)				
Type Property	Number Destroyed	Number Major Damage	Number Minor Damage	Dollar Loss	Remarks	
<b>Category D:</b>						
Water Control Facilities						
Dams						
Dikes, Levees						
Drainage						
Irrigation						
Other (specify)						
<b>TOTAL LOSS, CATEGORY D</b>						
<b>Category E:</b>						
Supplies/Inventory						
Vehicles						
Heavy Equipment						
Transportation Equipment						
Other (specify)						
<b>TOTAL LOSS, CATEGORY E</b>						
<b>Category F:</b>						
Public Utility Systems						
Water						
Sanitation/Sewage						
Storm Drainage						
Electricity						
Other (specify)						
<b>TOTAL LOSS, CATEGORY F</b>						

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	II. GOVERNMENT PROPERTY (continued)				
Type Property	Number Destroyed	Number Major Damage	Number Minor Damage	Dollar Loss	Remarks
<b>Category G:</b>					
Parks and Recreational Facilities					
Park Facilities					
Recreation Facilities					
Other (specify)					
<b>TOTAL LOSS, CATEGORY G</b>					
<b>TOTALS (each column)</b>					
<b>TOTAL DOLLAR LOSS</b>					
<b>GOVERNMENT PROPERTY {Sum of Categories A, B and C}</b>					
<b>GRAND TOTAL</b>					



**7 3 NOV 1999**TAB C TO APPENDIX 2 TO ANNEX ASUBSEQUENT DISASTER DAMAGE ASSESSMENT REPORTPART II

(To be submitted as soon as accurate data can be obtained, within 72 hours if possible. Include updates as necessary).

Part I

Installation \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_

Person calling in report/phone \_\_\_\_\_

Initial Damage Assessment Coordinator

Name \_\_\_\_\_

Title \_\_\_\_\_

Agency \_\_\_\_\_

Telephone \_\_\_\_\_





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ANNEX BMILITARY SUPPORT TO CIVIL AUTHORITIES (MSCA)  
IN CIVIL DISASTERS AND/OR EMERGENCIES

- Ref: (a) Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 USC 5121  
(b) Federal Response Plan, Public Law 92-288  
(c) USACOMINST 3440.1, USACOM Policy Directive for Military Support to Civil Authorities and Military Support for Civil Disturbances (MSCA/MACDIS)  
(d) USACOMINST 3440.2, USACOM Policy Directive for Lead Operational Authority (LOA) for Military Support to Civil Authorities and Military Support for Civil Disturbances (MSCA/MACDIS)  
(e) USACOM OPORD 2000-95  
(f) DOD Directive 3025.1, Military Support to Civil Authorities  
(g) DODINST 3025.15, Military Assistance to Civil Authorities  
(h) OPNAVINST 3440.16C, Navy Civil Emergency Management Program  
(i) DOD Directive 6010.17, National Disaster Medical System

1. Purpose. To provide guidance for planning, reporting, and coordination of Navy forces and resources in support of MSCA in the event of natural disasters, major accidents, or hostile actions, which is consistent with references (a) through (i) of this annex.

2. General

a. The primary responsibility for responding to, and recovering from, civil emergencies rests with the appropriate state and local governmental authorities. However, the federal government recognizes that a civil emergency may be of such severity as to require supplemental federal assistance. As a consequence, disaster preparedness and response is a joint responsibility of federal, state, and local governments with the actual conduct of response operations falling primarily upon the states and their political subdivisions.

(1) FEMA has the primary responsibility to plan for, respond to, recover from, and mitigate the effects of emergencies resulting from natural or man-made disasters in the United States. FEMA executes its responsibilities and functions through ten (10) regional headquarters.

(2) State and local authorities are responsible for conducting disaster preparedness planning and coordination with FEMA, the state Adjutant General, and local military commanders for emergency preparedness and response.

b. The Secretary of Defense has established MSCA as an appropriate mission for DOD components. If a national emergency

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involving a natural or man-made disaster in the United States occurs, JCS, the military services, and all DOD agencies will be prepared to assist civil authorities to ensure national survival.

c. The procedure for providing DOD assistance to civil authorities varies with the contingency and circumstances involved.

(1) For Presidentially-declared disasters and emergencies, it is the responsibility of the Secretary of the Army, as the DOD Executive Agent, to plan and execute military assistance to civil authorities. The Director of Military Support (DOMS) serves as the Secretary of the Army's Action Agent for the implementation and coordination of DOD support to civil authorities.

(2) For undeclared disasters or emergencies, it is the responsibility of individual Navy commanders, operating through the Navy Civil Emergency Organization, to provide the necessary assistance to civil authorities. This channel is also used to assist the Army Corps of Engineers (ACE) in flood emergencies.

### 3. Policy

#### a. Department of Defense

(1) Upon a Presidential declaration that a disaster or emergency exists, DOD personnel, equipment, or other resources requested by the Federal Coordinating Officer (FCO), through the DCO, will be made available as authorized by the appropriate military authority through the appropriate military channels.

(2) Military resources will not be procured, stockpiled, or developed solely for the purpose of providing assistance to civil authorities in civil emergency situations.

(3) DOD components will seek appropriate public recognition for significant DOD participation in civil emergency relief operations of national interest. In Presidential declared disasters and emergencies, the FCO is responsible for public affairs concerning relief operations and serves as a central point of contact and releasing authority for public information.

(4) Use of DOD transportation resources in an undeclared emergency will be IAW reference (b) of this Annex.

(5) Available military resources will be provided to the ACE in support of their civil assistance responsibilities under public law 84-99.

(6) In forest fire emergencies (e.g. wildfires), DOD components will provide resources to assist the NIFC, as authorized

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under a Joint Memorandum of Understanding (MOU) (See Appendix 2 to this annex).

(7) In the event of a strike by United States Postal Service (USPS) workers, available DOD resources may be utilized upon Presidential order to safeguard, process, and deliver the mail. Selective mobilization of Reserve Components (RC) may be required. It is not envisioned, however, that units ordered to active duty would be required for a period exceeding 30 days. Policy and procedures are outlined in the DOD Postal Augmentation Plan (GRAPHIC HAND). (See Appendix 5 to this annex).

(8) DOD components are encouraged to cooperate with the Salvation Army and other relief and disaster organizations as necessary.

b. Department of the Navy

(1) The use of DON forces and resources to support civil authorities is secondary to combat support and self-survival operations. Commensurate with the execution of their primary mission, naval commanders will render all feasible support to local and state authorities during civil emergencies.

(2) Naval commanders are authorized to respond to requests from the civil sector when an imminently serious emergency situation is of such severity that immediate assistance is required to save human lives, prevent human suffering, or to mitigate extensive property damage. Navy forces should be withdrawn as soon as the threat declines and/or civil authorities in conjunction with National Guard resources are able to control the circumstances of the disaster.

(3) Naval commanders responding to local requests for assistance in an undeclared disaster should inform the requesting local civil authority that the recipient will be billed for the assistance. However, assistance should not be delayed or denied in the absence of a reimbursable commitment from the requester.

(4) Navy commanders will provide assistance to civil authorities during a national emergency consistent with the following policies:

(a) Planning and procedures to support disaster preparedness and response must be consistent with plans at the local, state, regional, and national levels.

(b) Measures to ensure continuity of operations, personnel survival, and the rehabilitation of essential military bases will take precedence over MSCA.

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(c) Navy assistance will complement and not substitute for civilian participation in civil disaster response operations, and is provided on a cost reimbursement basis.

(d) Navy commanders furnishing support to civil authorities are subject to no authority other than their superiors in the military chain of command.

(e) Navy support will be temporary in nature and withdrawn when needed for the conduct or support of naval military operations or when no longer required for disaster response purposes.

(5) Navy contingency plans for operations in support of a civil emergency will include the following considerations:

(a) MSCA planning will be directed toward the most disastrous, and most likely, contingencies.

(b) Navy plans will recognize that civilian resources must be used first to support civilian requirements. Military resources should only be used as available to supplement civilian resources when required, on a cost reimbursement basis.

(c) All Navy forces, regular and reserve, will be considered potentially available to provide temporary support to civil authorities during a civil emergency. Anticipated force availability based on known operational commitments will be reflected in planning to support civil emergencies. This does not imply the predesignation of DON forces to perform MSCA operations. Actual commitment of Navy forces to support civil emergencies will depend on the requirements to conduct essential combat, combat support, and self-survival operations.

(d) Navy commanders will provide immediate response to requests from civil authorities to mitigate the effects of a disaster (save human lives, prevent human suffering, minimize extensive property damage). This response is not to interfere with the protection and restoration of Navy mission capabilities and any support provided will be reported to COMNAVREG MIDLANT as soon as conditions permit. This responsibility includes developing and maintaining plans and capabilities to assist civilian authorities in restoring federal, state, and local civilian operations. Such interim emergency assistance will be in coordination with, and supplementary to, the capabilities of state and local governments and other nonmilitary organizations.

(e) Measures to ensure continuity of operations, including the designation of alternate headquarters.

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(f) Procedures for the exchange of damage reports and damage assessment information between appropriate military and civilian organizations and agencies.

(g) Procedures for obtaining assistance from military and civil authorities, including resource and communications support.

(h) Planning should be coordinated with civilian plans, including those that provide for population protection and mass evacuation during a civil emergency.

#### 4. Operations

a. Military forces and resources will normally be committed to disaster relief operations when civilian resources are inadequate, and then only in the minimum quantity required for the situation. In the event of a natural or man-made disaster, the degree of military involvement in support of civil emergency response will depend on the extent of damage suffered and the status and disposition of regular and reserve component forces. In all cases, military operations have first priority.

b. The First CONUSA commander is responsible for the preparation of regional plans and identification of requirements for military support in a civil disaster response emergency. Upon mobilization, the DCOs are responsible for the coordination of civil assistance mission assignments. The DCOs will exercise command authority over DOD forces performing civil assistance operations. DCOs are collocated with the FEMA disaster field office. When "other service" assistance is required, tasking will be initiated by COMFORSCOM or higher authority.

c. For planning purposes, it can be assumed that MSCA operations would be conducted in two phases.

(1) Immediate Response Phase. Immediately following a civil disaster there will likely be a lack of communication between military and civil authorities at all levels. Military support during this period will be provided at a local and decentralized level. The employment of military forces in support of civil disaster response operations during this phase will be IAW the following concepts.

(a) Navy commanders at all levels must assess their own requirements for survival, recovery, and ability to conduct their assigned military missions.

(b) Navy commanders may respond directly to requests for assistance from local authorities for situations meeting "Immediate Response" criteria. Any support provided during this period will be reported to COMNAVREG MIDLANT as soon as conditions permit.

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(2) Federal Response Phase. This phase will begin when the President declares a federal disaster area. Operational employment of forces during this phase will be IAW the following concepts:

(a) Each Navy commander, considering military operational priorities, will submit to COMNAVREG MIDLANT a damage assessment report, including residual forces available to support civil disaster response operations, and any limitations or conditions for their employment.

(b) Following approval by COMNAVREG MIDLANT, Navy commanders may commit Navy resources for MSCA operations, coordinating with the DCO for mission assignments.

(c) If possible, unit integrity will be maintained while performing MSCA operations to facilitate withdrawal or reassignment to priority military missions. Navy forces employed in MSCA operations may be withdrawn if dictated by higher military priorities; however, such action must first be coordinated through COMNAVREG MIDLANT.

(d) It may be necessary to form a multi-service Task Force (TF) for the accomplishment of a single mission, or multiple missions in the same geographic area. In these cases, DCOs will have the authority to form such TFs and to designate the senior officer, regardless of service, as TF coordinator.

(e) NEPLOS assigned to the states, First CONUSA, and FEMA will identify Navy resources able to be committed to the civil response and make arrangements for the deployment of those resources.

(f) FEMA Region III Headquarters (VA/WV/PA/MD/DE/DC) will coordinate with the appropriate military/civil authorities to assist Navy forces in obtaining emergency support from civil sources, when such support is required.

d. Navy assistance to civil authorities may be provided under the following circumstances:

(1) The President has declared a major disaster to exist, or a major disaster or emergency is imminent.

(2) The Executive Secretary, Office of the Secretary of Defense, authorizes DOD response.

(3) When a disaster is of such severity that waiting for emergency assistance authorization from higher authority would result in loss of human life, unnecessary human suffering, or extensive property damage.

(4) When directed by the PPA or RPA.

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e. When the President declares a major disaster or emergency to exist within CONUS, or its territories or possessions, the DCO will coordinate requests for military resources through the appropriate CONUSA commander. The CONUSA commander will evaluate the requests and refer them to COMFORSCOM for tasking to the appropriate military service or agency having area responsibilities.

f. Requests for military assistance received under non-emergency circumstances will be referred by the pertinent Navy commander to the RPA for a decision. The Navy commander forwarding the request should provide the RPA with the following information:

- (1) Assessment of the situation.
- (2) Assistance being provided by the state (including the National Guard) and local authorities.
- (3) Support required and estimates of duration.
- (4) Estimate of costs to provide the requested assistance.
- (5) Whether or not similar assistance has been requested from another military department.
- (6) Point of contact from civil response team.

g. If a disaster is of such imminent seriousness that immediate action is required, Navy commanders may respond directly to requests for assistance, keeping the RPA informed of such action.

## 5. Declared Disasters and Emergencies

### a. General

(1) Federally Declared Major Disaster. A civil disaster of such severity that the President declares federal assistance is warranted under the provisions of Public Law 93-288, as administered by FEMA.

(2) Federally Declared Emergency. An emergency situation that the President has determined is of such severity that federal emergency assistance is required to supplement the state and local efforts.

(3) Federal Lead Agency. In declared disasters and emergencies, the President has designated FEMA as the federal lead agency to coordinate the activities of all federal agencies providing disaster assistance. DOD resources will be requested through appropriate military channels by the FCO, and will be made available as authorized by appropriate military authority.

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(4) Federal Coordinating Officer. Upon Presidential declaration of a major disaster, the FCO will make an initial appraisal of the types of relief most urgently needed, establish such field offices as deemed necessary and as authorized by the President, and coordinate the administration of federal relief operations.

(5) DOD Executive Agent. The Secretary of the Army has been designated the DOD Executive Agent for coordinating military assistance in Presidentially declared disasters and emergencies. SECARMY exercises Executive Agent authority through the Director of Military Support (DOMS). DOMS serves as the director of the DOD Executive Agent's Joint Staff for the planning, coordinating, and execution of DOD support for MSCA/MACDIS operations.

(6) DOD Operating Agent. USCINCFJCOM is the supported CINC and DOD Operating Agent for MSCA and MACDIS. USCINCFJCOM has designated Commander, Forces Command (COMFORSCOM) as the Lead Operational Authority (LOA) authority for MSCA/MACDIS. USCINCFJCOM retains Combatant Command (COCOM) and tasking authority over COMFORSCOM.

(7) Lead Operational Authority (LOA). As the designated LOA, COMFORSCOM will normally have operational control (OPCON) of assigned service components within USCINCFJCOM and tasking authority for MSCA/MACDIS activities therein. COMFORSCOM will nominate the Commander of the Disaster Relief Task Force or Civil Disturbance Task Force (CDRTF/CCDTF) if one is required. Once approved by USCINCFJCOM, the CDRTF/CCDTF will report directly to COMFORSCOM. Also, as the designated LOA, COMFORSCOM will coordinate with appropriate Services to designate Base Support Installations (BSI) and alert all supporting CINC(s), Services, and DOD agencies for possible deployment of forces and/or resources.

(8) Defense Coordinating Officer. First CONUSA will nominate a DOD military representative (O-6 or above) to USCINCFJCOM via COMFORSCOM as DCO for each Presidentially declared disaster area. USCINCFJCOM will approve a Defense Coordinating Officer (DCO) and Defense Coordinating Element (DCE) in a disaster area.

b. Execution of Civil Emergency Operations

(1) In Presidentially declared disasters and emergencies, the CONUSA-appointed DCO serves as the single DOD point of contact for civilian requests for military relief assistance. The DCO will determine the type and amount of military resources required to satisfy missions received from the FCO. The DCO will then request the needed support from the appropriate Force Planning Agent, or pass the request to COMFORSCOM for resolution.

(2) Navy resources committed in support of civil disaster relief operations will operate in support of the DCO.



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(3) National Guard forces remain under the control of the governor as state assets. Federal property may be loaned to National Guard forces under appropriate regulations. All requests for loans of DOD operating equipment will be processed through the appropriate CONUSA or Planning Agent.

(4) Prior to a disaster declaration by the President, Navy commanders are responsible to the Navy chain of command and appropriate regulations in responding to requests for assistance from civil authorities. All routine requests for Navy assistance will be forwarded through Navy channels for approval.

(5) When Navy-approved assistance is provided during the predeclaration period, and a Presidential Declaration is subsequently made, any Navy commander providing the assistance should coordinate, via the PPA/RPA, with the DCO to ensure the assistance being provided is approved for continuation by the FCO. Assistance provided prior to a declaration and not specifically approved by the FCO may not be reimbursed through FEMA. Such costs must then be repaid by the requester or absorbed by the Navy.

(6) In some instances, local support agreements between military installations and local communities may authorize certain types of assistance, e.g., firefighting, which only require the approval of the local military commander involved.

(7) Tasking for Post-declaration assistance will be approved/issued by COMFORSCOM or higher authority, and will include a mission assignment (MA) number for tracking/reporting purposes and a NTE funding level.

(8) MSCA does not encompass or authorize the use of federal forces to enforce state or local laws. Federal forces may be used for such purposes only when expressly authorized by the Constitution, an Act of Congress, or under extreme emergency conditions leading to a Presidential proclamation. This does not preclude Navy commanders from protecting their personnel or federal property or, under conditions where civil control is no longer effective, from taking necessary measures for the preservation of order and the restoration of civil control. Annex C of this instruction provides more detailed guidance regarding military assistance for civil disturbances.

#### c. Coordinating Instructions

(1) Navy assistance for disaster relief will be provided in response to mission type requests. Requests for specific resources should be clarified by the requester and addressed as a mission rather than equipment or personal requirements.

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(2) In Presidentially declared disasters and emergencies, personal requests for Navy assistance received from state Governors, United States Senators, and United States Congressmen, that have not been coordinated through the DCO, will be forwarded up the Navy chain of command to the Director of Military Support.

(3) Navy commanders will ensure that the DCO provides a formal support request during Presidentially declared disasters or emergencies if FEMA reimbursement is to be sought. Tasking for post-declaration support must be approved by COMFORSCOM or higher authority, and include a mission assignment (MA) number for tracking/reporting purposes and a NTE funding level.

(4) During Presidentially declared disasters, the FCO is responsible for public affairs activities concerning overall relief operations and serves as the central point of contact for disaster information. Navy commanders will coordinate with the on-site FEMA public affairs representative in matters relating to disaster relief assistance through the Joint Information Center.

(5) Navy commanders will coordinate and work closely with the civil authorities at the state and local level of government in disaster response efforts.

#### 6. Responsibilities

##### a. CINCLANTFLT (PPA)

(1) Coordinate Navy planning for civil disaster response emergencies, provide guidance for preparation of plans, and coordinate with appropriate DOD commanders for Navy assistance to civil authority for civil disaster response operations.

(2) Approve, through the RPA, the employment of Navy resources in civil disaster response operations.

(3) Devise and maintain an availability of forces listing to identify potential assistance resources.

(4) When requested by civil authorities, and as available, provide Navy explosive ordnance disposal services.

(5) Maintain liaison and coordinate planning with the U.S. Coast Guard regarding the participation of Coast Guard forces in Navy support of civil preparedness and disaster response.

##### b. COMNAVREG MIDLANT (RPA)

(1) Provide guidance and coordinate planning for Navy commanders' civil disaster response operations.

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(2) Coordinate and control, through Navy commanders, the employment of naval resources made available for civil disaster preparedness and response operations.

(3) Maintain liaison with First CONUSA, STARC(s), appropriate FEMA region(s), other military services, and federal, state and local agencies with civil disaster preparedness planning and operations responsibility.

(4) Ensure that Navy commanders submit reports of Navy personnel available for temporary assistance to civil authority in a civil emergency. Collect and forward these reports to CINCLANTFLT.

(5) Represent the Navy on the FEMA Regional Interagency Steering Committee (RISC) and other committees that may be convened.

c. Navy Commanders within COMNAVREG MIDLANT AO

(1) Plan for the support of civil disaster preparedness and response operations with local authorities.

(2) In imminent serious situations ("immediate response"), provide immediate and independent support in response to requests from local authorities for resources to save human lives, prevent human suffering, and mitigate extensive property damage.

(3) Submit a summary report of military personnel available for temporary assistance to civil authority in a civil disaster response emergency to COMNAVREG MIDLANT.

d. Navy Emergency Preparedness Liaison Officers

(1) Advise appropriate PPA and RPA of planning activities for military support within their assigned area.

(2) Coordinate with other NEPLOs within the assigned area.

(3) As directed by COMNAVREG MIDLANT:

(a) Assist Navy commanders in planning, coordinating, and reporting Navy resources available for civil disaster preparedness and response operations.

(b) Coordinate resolution of claimancies involving Navy resources.

(c) Coordinate resolution of claimancies for civil resources needed for military or civil disaster response operations.

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(d) Serve on civil/military committees or boards representing the RPA on all matters pertaining to civil disaster preparedness and response planning and operations.

#### 7. Loan and Donation of Property

a. Navy commanders may authorize the loan of operating equipment and the issuance of supplies to civilian authority subject to the same types of controls as those used for stock fund items. The loaning activity will provide an operator for major pieces of power equipment such as bulldozers, cranes, or road graders, unless there is a reasonable assurance that the borrowing organization has a qualified operator.

b. When the Secretary of the Navy (SECNAV) determines that Navy controlled, non-surplus stocks are not immediately required for the execution of essential military missions, such stocks may be made available to FEMA, on a loan basis, to be returned immediately following the emergency period. Reimbursement will be requested for non-consumable property lost, destroyed or damaged. In case of damaged property, reimbursement will be for the cost of repair as well as for the reduced utility value of the item. Reduced utility value will be determined by the lending department.

c. Equipment and supplies declared surplus, IAW existing laws and regulations, may be loaned or donated to state and local governments.

#### 8. Logistics

a. Logistics planning will assume that, in the event of a civil emergency, SECDEF will be authorized to incur obligations and appropriate defense resources including material, equipment, facilities, etc., for civil disaster response purposes.

b. Navy claims for civil resources will be through the FEMA Regional Office for primary (interstate) resources, and through the appropriate state and local resource priority boards for secondary (intrastate) resources.

c. Logistical support of Navy forces engaged in civil disaster response operations is the responsibility of the Navy commander of the designated forces and the DCO. The FCO/DCO will coordinate and assist Navy forces in obtaining essential logistics support for Navy military and civil disaster response operations.

#### 9. Funding and Reimbursement

a. Control and accounting for services and/or materials provided to civilian authorities will be IAW the NAVCOMPT manual.

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b. When the U.S. Army coordinates and controls military assistance during civil disasters/emergencies, or requests other military services to provide resources and services, the First CONUSA commander will process all billings for joint common expenses incurred.

(1) Navy commanders will furnish COMNAVREG MIDLANT with Standard Form 1080 billings including the documentation of Navy expenses incurred during Presidentially declared disasters/emergencies. Billings will be submitted by the RPA via CINCLANTFLT (N02F) who will submit consolidated billings to FEMA for reimbursement.

(2) If complete reimbursement cannot be provided, a Standard Form 1080 will be returned to the originator with copies of any correspondence justifying reasons for nonpayment.

(3) All charges relating to supplies and services furnished at the request of the American Red Cross will be processed for collection and submitted on Standard Form 1080 to CINCLANTFLT (N02F).

(4) Navy commanders must obtain a formal request for assistance from the DCO to be eligible for FEMA reimbursement. Tasking for post-declaration support will be approved/issued by COMFORSCOM or higher authority, and will include a mission assignment (MA) number for tracking/reporting purposes and a NTE funding level.

10. Reporting Requirements. IAW reference (g), Navy assistance provided to civil authorities will be reported as set forth in Annex R.

#### APPENDICES

- 1 - Flood Relief
- 2 - Forest Service Requests for Military Assistance
- 3 - Live Ordnance Assistance
- 4 - Severe Weather Relief Support
- 5 - Augmentation of United States Postal Service (USPS) in Event of Postal Work Stoppage (GRAPHIC HAND)
- 6 - DOD specified Support to Civil Authority "Emergency Support Elements" (ESFs)



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APPENDIX 1 TO ANNEX BFLOOD RELIEF

1. Purpose. To promulgate the policy and procedures governing requests for assistance from the U.S. Army Corps of Engineers (ACE) in conducting flood relief operations.

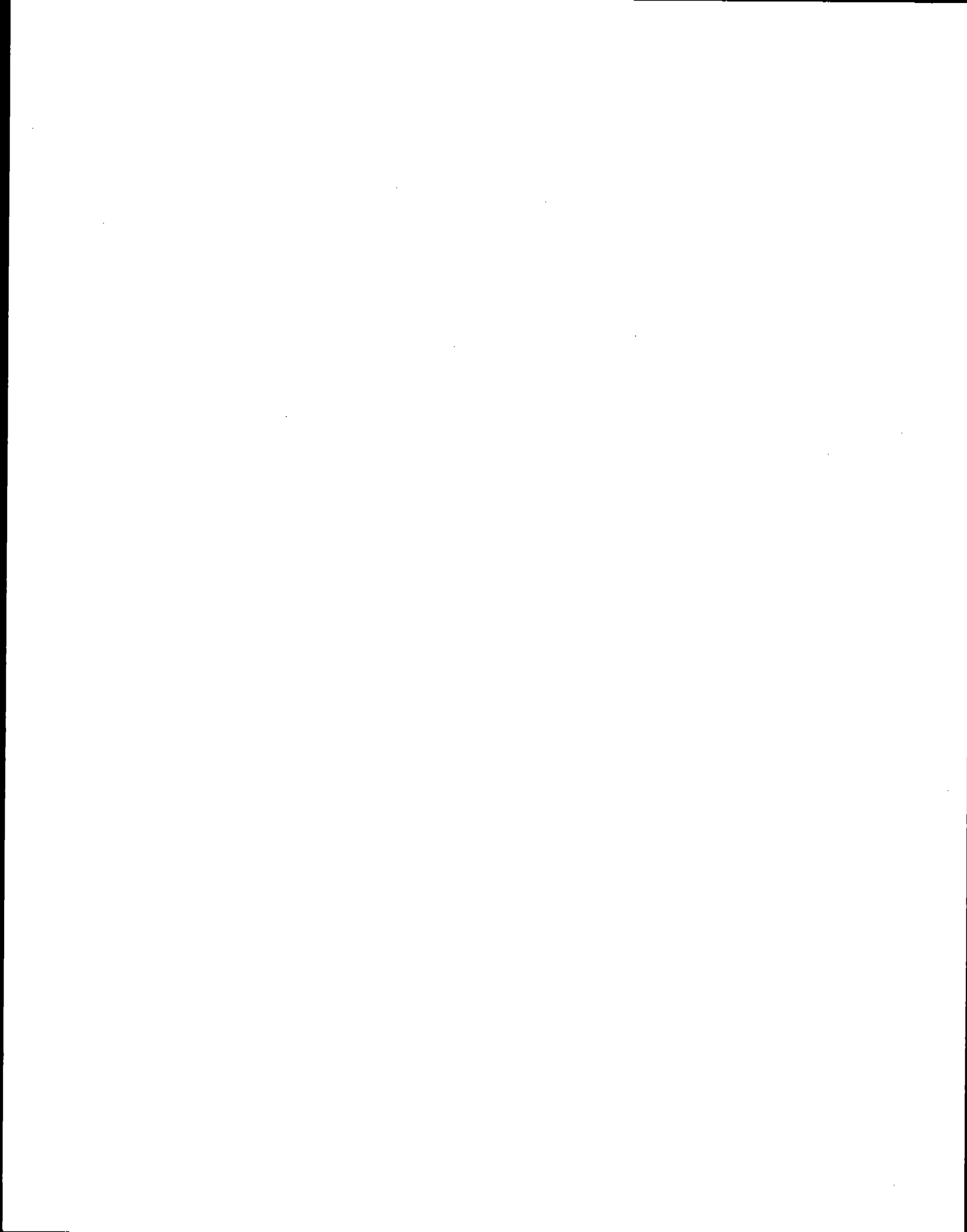
2. Situation

a. Under the provisions of Public Law 84-89, the ACE has the responsibility to respond to flood emergencies. The ACE is authorized to request assistance directly from the individual military services.

b. Department of the Navy commanders will provide support to the ACE for flood emergencies in undeclared disasters IAW the constraints and provisions in Annex A of this instruction.

c. If a presidential declaration is subsequently made in reaction to a flood disaster or emergency, the Federal Coordinating Officer (FCO) assumes federal coordinating responsibility and DOD assistance will be provided in accordance with declared disaster and emergency procedures outlined in Annex B of this instruction.

3. Funding and Reimbursement. Costs incurred by DOD agencies in support of ACE flood operations are reimbursable under Public Law 84-89, Code 910-200, funding.





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APPENDIX 2 TO ANNEX BFOREST SERVICE REQUESTS FOR MILITARY ASSISTANCE

1. Purpose. To publish the policy and procedures governing requests for fire protection of forests and watershed lands from the National Interagency Fire Center (NIFC).

2. General

a. An MOU has been negotiated between DOD and the Department of Agriculture to provide military assistance for fire protection of forest and watershed lands. The Secretary of the Army, as the DOD Executive Agent, is responsible for coordinating and controlling military resources used in providing disaster assistance to the NIFC.

b. The Forest Service will submit requests for military assistance from the appropriate Forest Service Regional Headquarters to the NIFC. NIFC will contact the First CONUSA Commander, who will coordinate DOD assistance. In conditions of imminent seriousness, the Forest Service is authorized to contact the nearest military installation or CONUSA commander directly for immediate assistance.

c. Should the President declare a disaster or emergency, the FCO assumes federal coordinating responsibility. Requests for DOD assistance will be in accordance with the declared disaster and emergency procedures outlined in Annex B of this instruction.

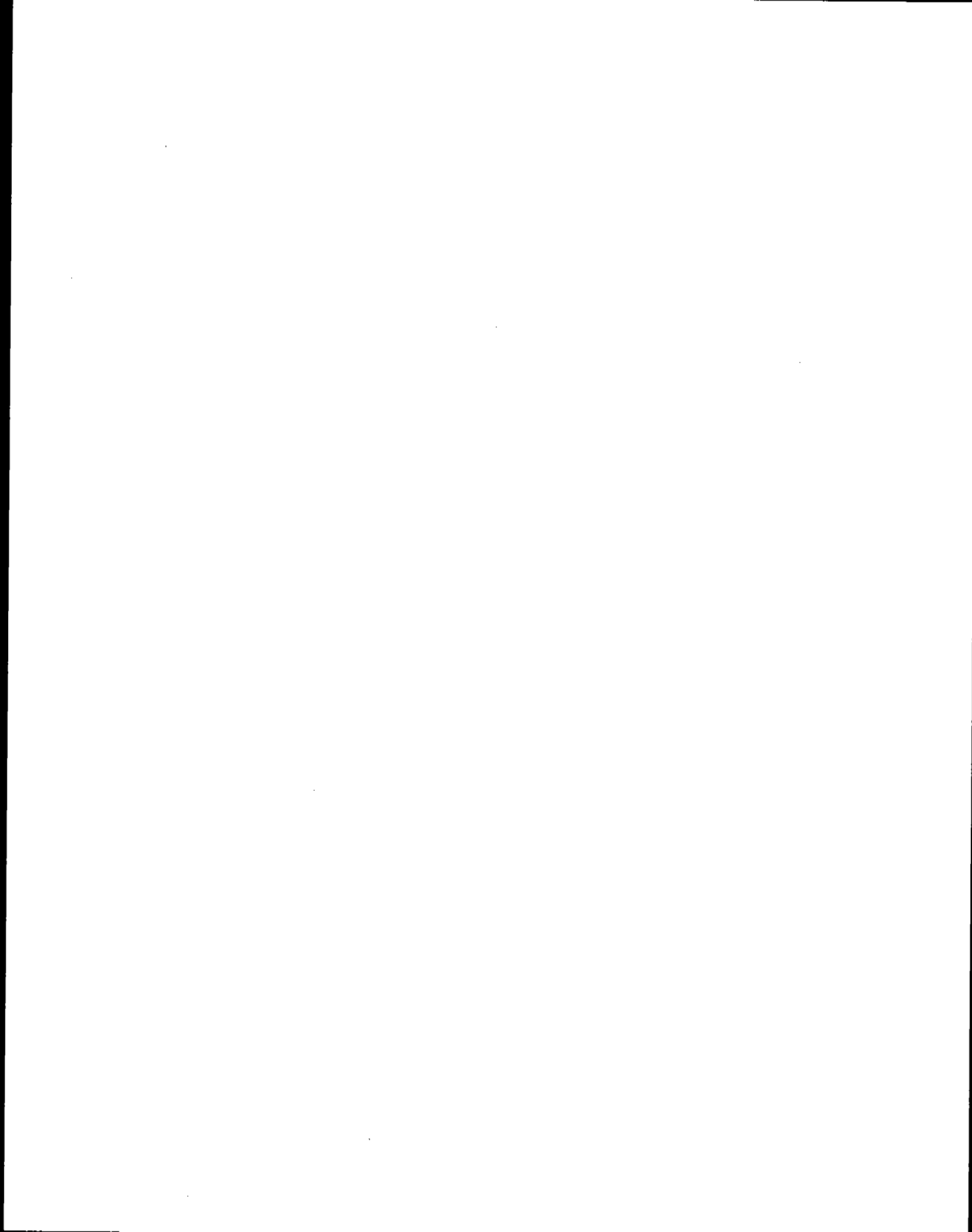
3. Funding and Reimbursement. Billings by DON components for reimbursement will be submitted to the First CONUSA Commander for consolidation and submission to NIFC.



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APPENDIX 3 TO ANNEX BLIVE ORDNANCE ASSISTANCE

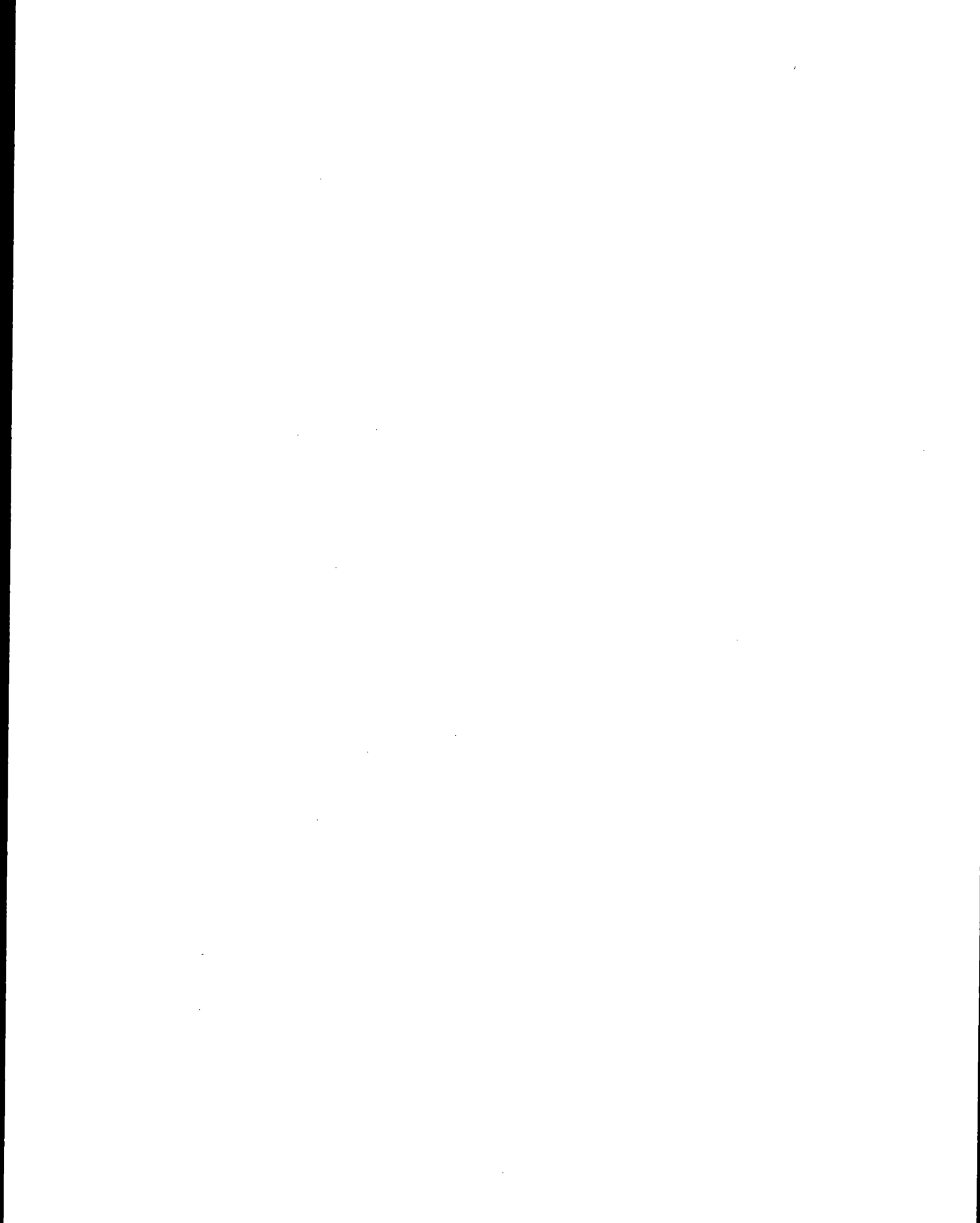
1. Purpose. To promulgate the policy and procedures governing requests for live ordnance assistance from civil authorities.
2. Policy. OPNAV requires that requests for live ordnance assistance, other than for the routine activities of the ACE and U.S. Navy EOD teams, be reported to COMNAVREG MIDLANT, CINCLANTFLT, and CNO/CMC in the following format:
  - a. Navy/U.S. Marine Corps component receiving the request.
  - b. Location of the disaster or emergency situation.
  - c. Description of the area, including type of terrain, foliage and its condition, proximity to populated areas, and clear routes of entry and exit if aerial delivery is involved.
  - d. Name and title of requesting official.
  - e. Date-time group (ZULU) that the request for assistance was received.
  - f. Nature of the disaster or emergency situation.
  - g. Description of the assistance requested, including the specific type of ordnance and the method of employment.
  - h. Intended purpose of the ordnance employed.
  - i. Hazards involved, including possible worsening of the situation and direct or indirect danger to personnel and public property.
  - j. Statement that the requested procedures have been tested and the test results, if applicable.
  - k. Alternate solutions.
  - l. Anticipated impact on local community relations resulting from approval or disapproval of this report.
  - m. Comments and recommendations, as appropriate, for approval or denial based upon knowledge of facts at hand.
  - n. Other pertinent information, such as effects on ability to perform assigned mission, the extent and duration of assistance required, and ability to provide the support requested.



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APPENDIX 4 TO ANNEX BSEVERE WEATHER RELIEF SUPPORT

1. Purpose. To provide policy concerning tasking from CINCLANTFLT for COMNAVREG MIDLANT to provide severe weather relief support.
2. General. The issue of MSCA has received increased visibility and priority. Consequently, CINCLANTFLT is placing greater emphasis on proactive planning and readiness. CINCLANTFLT Planning Order 003, "Planning Order for Severe Weather Relief Support", was issued by message DTG 191616Z JUL 93.
3. Responsibilities. COMNAVREG MIDLANT will:
  - (a) When directed, assume responsibility as Navy action agent, reporting to CINCLANTFLT, responsible for coordination of Navy disaster relief efforts.
  - (b) Be prepared to assume responsibility as Navy Component Commander (NCC) under Joint Task Force (JTF) coordinating Navy disaster relief efforts.
  - (c) Be prepared to provide staff augmentation for the JTF and/or Disaster Planning Staff.
  - (d) Be prepared to receive forces assigned to the NCC in support of Navy disaster relief efforts.
  - (e) Be prepared, if designated as NCC, to collocate headquarters with the JTF commander.
  - (f) SRPA and LPA Commanders will provide support as requested commensurate with capabilities and mission requirements.



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APPENDIX 5 TO ANNEX BAUGMENTATION OF UNITED STATES POSTAL SERVICE (USPS) IN  
EVENT OF POSTAL WORK STOPPAGE (GRAPHIC HAND)

1. Purpose. To provide policy and procedures governing requests for employment of naval forces regionally or nationally during work stoppages/strikes by USPS employees, as outlined in DOD Postal Augmentation Plan (GRAPHIC HAND) of 1 OCT 1993.

2. General

a. Mail Handlers Strike Intervention. In the event of mail service disruption, DOD may be required to provide materials, supplies, equipment, services, and personnel sufficient to permit USPS to safeguard, process, and deliver the mail in areas impaired by postal employee work stoppages.

b. Authority. Legal authority for the employment of the military to support processing and distribution of the mail is found in the authority of the President to utilize the Armed Forces to prevent any unlawful interference with the transportation of the mails (In re Debs, 158 US 564 (1895)), an interdepartmental transfer of services and equipment under Title 31 USC 1535 (Economy Act) and Title 39 USC 411. Selective mobilization of Reserve Components will be accomplished under the provisions of Title 10 USC 673 (Ready Reserve).

3. Command Responsibility

a. Director of Military Support

(1) The DOMS directs the movement and employment of military forces in support of the USPS. Component commands, and the Service Chiefs, provide support, as required.

(2) Directs execution of the civil disturbance operations plan (GARDEN PLOT) in the event of disorders which occur as an outgrowth of postal operations and require the pre-positioning and/or commitment of federal forces.

b. Commander in Chief, Joint Forces Command

(1) Provides U.S. Navy services and personnel as required by the DOD Executive Agent or designated representative under assigned defense priorities.

(2) Designates and mobilizes Naval Reserve Component units to active duty, as directed.

(3) Designates task force commanders and deputy task force commanders, as required.

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(4) Upon request, nominates Base Support Installation (BSI)/Activity to support task forces.

(5) Designates the PPA, RPA, and the city/area points of contact, as required.

(6) Provides DCO to selected USPS Headquarters, as directed.

4. Concept of Operations

a. Military personnel will be employed to the degree necessary, generally at major origin points, distribution centers, and cities.

b. Minimum essential services:

(1) Prepare mail for sorting.

(2) Sort mail.

(3) Transport mail between postal facilities, airports, railroad stations, etc.

(4) Accept mailings from customers.

c. Intermediate services (USPS may request after 72 hours):

(1) Prepare sorted mail either for dispatch to destination office or delivery unit.

(2) Place mail in lock boxes.

(3) Deliver mail to customers through a "call" window at designated postal units.

(4) Move sacked mail from mail processing units to delivery units and designated sub-units (lobbies of office buildings, fire stations, apartment houses, hospitals, churches, etc.).

(5) Deliver mail to selected business/government offices.

(6) Collect mail from arterial boxes and chute boxes in major business and buildings.

5. Reimbursement. Reimbursement will be provided only for incremental costs incurred in support of GRAPHIC HAND. Incremental costs are defined as those costs incurred over and above the normal operating costs of the personnel and forces involved in the postal augmentation requirement.



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APPENDIX 6 TO ANNEX BDOD SPECIFIED SUPPORT TO CIVIL AUTHORITY  
"EMERGENCY SUPPORT ELEMENTS" (ESFs)

Ref: (a) Federal Response Plan, Public Law 92-288, 9230.1-PL (Apr 99)

1. Purpose. The Federal Response Plan (FRP), reference (a), describes the mechanism and structure by which the Federal government mobilizes resources and conducts activities to address the consequences of any major disaster or emergency that overwhelms the capabilities of State and local governments. The FRP is a signed agreement among 27 Federal departments and agencies, including the American Red Cross, which have agreed to:

a. Support the FRP concept of operations and carry out their assigned functional responsibilities to ensure the orderly, timely delivery of Federal assistance.

b. Cooperate with the Federal Coordinating Officer (FCO) appointed by the President to provide effective oversight of disaster operations.

c. Make maximum use of existing authorities, organizations, resources, systems, and programs to reduce disaster relief costs.

d. Form partnerships with counterpart State agencies, voluntary disaster relief organizations, and the private sector to take advantage of all existing resources.

e. Continue to develop and refine headquarters and regional planning, exercise, and training activities to maintain necessary operational capabilities.

This appendix summarizes DOD responsibilities as specified in the FRP for each of the twelve ESFs.

2. DOD Support to ESFs. The following information has been extracted from the FRP, reference (a), and includes for each ESF the designated primary agency/department responsible and DOD's principal responsibilities for that area.

a. ESF #1 - TRANSPORTATION. Assists Federal agencies, State and local governmental entities, and voluntary organizations requiring transportation capacity to perform response missions following a major disaster or emergency. ESF #1 also serves as a coordination point between response operations and restoration of the transportation infrastructure.

(1) Primary Agency: Department of Transportation

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(2) DOD Principal Support Responsibilities:

(a) Provide support in the emergency operation of inland waterways, ports, and harbors under the supervision of the U.S. Army Corps of Engineers, including dredging operations.

(b) Assist in restoring the transportation infrastructure.

(c) Provide organic military transportation capacity from the U.S. Transportation Command (USTRANSCOM) to move essential resources and assist in the contracting for civilian airlift. USTRANSCOM also will provide staff to the MCC(s).

(d) Assist in the development and support the execution of TPFDLs for high-priority response resources.

b. ESF #2 - COMMUNICATIONS. Ensures the provision of Federal telecommunications support to Federal, State, and local response efforts following a presidentially declared major disaster, emergency, or extraordinary situation under the Federal Response Plan (FRP). This ESF supplements the provisions of the National Plan for Telecommunications Support in Non-Wartime Emergencies, which is referred to as the National Telecommunications Support Plan (NTSP).

(1) Primary Agency: National Communication System

(2) DOD Principal Support Responsibilities:

(a) Provide assistance in civil emergencies in accordance with national policies, consistent with defense priorities as set forth in DOD Directive 3025.1, Military Support to Civil Authorities.

c. ESF #3 -PUBLIC WORKS AND ENGINEERING. Provide technical advice and evaluation, engineering services, contracting for construction management and inspection, contracting for the emergency repair of water and wastewater treatment facilities, potable water and ice, emergency power, and real estate support to assist the State(s) in meeting goals related to lifesaving and life-sustaining actions, damage mitigation, and recovery activities following a major disaster or emergency.

(1) Primary Agency: DOD, U.S. Army Corps of Engineers

(2) DOD Principal Support Responsibilities:

(a) The USACE representative to the Catastrophic Disaster Response Group (CDRG) is the Chief of the Operations Division of the Directorate of Civil Works. The alternate representative is the Chief, Civil Emergency Management Branch, Operations Division, Directorate of Civil Works.

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(b) The Civil Emergency Management Branch, Operations Division, Directorate of Civil Works will assign the USACE representative(s) to the Emergency Support Team (EST).

(c) Headquarters USACE (HQUSACE) will operate from the HQUSACE Emergency Operations Center (EOC). HQUSACE may request support agency liaison representatives to report to HQUSACE EOC if the disaster situation warrants.

(d) A USACE division will provide the necessary representation at the FEMA Regional Operations Center. This representative(s) will remain in the ROC until deactivated or released by the ROC Director.

(e) The USACE division having responsibility for the State in which the disaster occurs will ensure that necessary representatives are immediately provided for the formation of the Advance Element of the ERT-A and full-ERT. The damage assessment representative will be an infrastructure specialist assigned from the division.

(f) USACE districts may be required to establish field offices (Emergency Response and Recovery Offices) to support assignments and missions. Divisions and districts will carry out mission assignments based on FEMA guidance and within established procedure.

d. ESF #4 - FIREFIGHTING. Detects and suppresses wildland, rural, and urban fires resulting from, or occurring coincidentally with, a major disaster or emergency requiring Federal response assistance.

(1) Primary Agency: Department of Agriculture, Forest Service

(2) DOD Principal Support Responsibilities:

(a) Assume full responsibility for firefighting activities on U.S. Military installations.

(b) Support firefighting operations on nonmilitary lands with personnel, equipment, and supplies under the terms of the existing interagency agreement, to include the arrangement of liaisons as required.

(c) Provide contracting services through the U.S. Army Corps of Engineers to urban and rural firefighting forces to obtain heavy equipment and/or demolition services as needed to suppress disaster-related fires.

e. ESF #5 - INFORMATION AND PLANNING. Collects, analyzes, processes, and disseminates information about a potential or actual

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disaster or emergency to facilitate the overall activities of the Federal Government in providing assistance to one or more affected States. Fulfilling this mission supports planning and decision making at both the field/regional operations and headquarters levels.

(1) Primary Agency: Federal Emergency Management Agency (FEMA)

(2) DOD Principal Support Responsibilities:

(a) National security.

(b) Dam safety (USACE)

(c) Remote sensing technology and assistance.

f. ESF #6 - MASS CARE. Coordinates Federal assistance in support of State and local efforts to meet the mass care needs of victims of a disaster. This Federal assistance will support the delivery of mass care services of shelter, feeding, and emergency first aid to disaster victims; the establishment of systems to provide bulk distribution of emergency relief supplies to disaster victims; and the collection of information to operate a Disaster Welfare Information (DWI) system for the purpose of reporting victim status and assisting in family reunification.

(1) Primary Agency: American Red Cross

(2) DOD Principal Support Responsibilities:

(a) Director of Military Support (DOMS). Provide available resources (personnel, equipment, and supplies) in the absence of other national disaster system resource capabilities (including contracting).

(b) U.S. Army Corps of Engineers.

1. Provide potable water and ice for mass care use and bulk distribution to disaster victims.

2. Provide assistance in inspecting mass care shelter sites after the disaster to ensure suitability of facilities to safely shelter disaster victims.

3. Provide assistance in constructing temporary shelter facilities, if necessary, in the disaster area.

g. ESF #7 - RESOURCE SUPPORT. Provides operational assistance in a potential or actual presidentially declared major disaster or emergency.

(1) Primary Agency: General Services Administration.

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## (2) DOD Principal Support Responsibilities:

(a) Provide resources (personnel, equipment, and supplies) in the absence of other national disaster system resource capabilities (to include contracting) when provision does not conflict with the Department of Defense's primary mission or its ability to respond to operational contingencies.

h. ESF #8 - HEALTH AND MEDICAL SERVICES. Provides coordinated Federal assistance to supplement State and local resources in response to public health and medical care needs following a major disaster or emergency, or during a developing potential medical situation. Assistance provided under ESF #8 is directed by the Department of Health and Human Services (DHHS) through its executive agent, the Assistant Secretary for Health (ASH). Resources will be furnished when State and local resources are overwhelmed and public health and/or medical assistance is requested from the Federal Government.

(1) Primary Agency: Department of Health and Human Services.

## (2) DOD Principal Support Responsibilities:

(a) Alert GPMRC to provide DOD NDMS FCCs (Army, Air Force, and Navy) and VA NDMS FCC's reporting/regulating instruction to support disaster relief efforts.

(b) Alert DOD NDMS FCC's to activate NDMS area operations/patient reception plans; initiate bed reporting based on GPMRC instructions.

(c) In coordination with NDMSOSC, evacuate and manage patients as required from the disaster area to NDMS patient reception areas.

(d) In coordination with DOT and other transportation support agencies, transport medical personnel, equipment, and supplies into the disaster area.

(e) Provide logistical support to health/medical response operations.

(f) Provide Active Duty medical units for casualty clearing/staging and other missions as needed, including aeromedical evacuation; mobilize and deploy Reserve and National Guard medical units, when authorized and necessary to provide support.

(g) Coordinate patient reception and management in NDMS areas where military treatment facilities serve as local NDMS FCC's.

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(h) Provide military medical personnel to assist DHHS in activities for the protection of public health (such as food, water, wastewater, solid waste disposal, vectors, hygiene, and other environmental conditions).

(i) Provide available DOD medical supplies for distribution to mass care centers and medical care locations being operated for disaster victims.

(j) Provide available emergency medical support to assist State and local governments within the disaster area. Such services may include triage, medical treatment, and the utilization of surviving DOD medical facilities within the disaster area.

(k) Provide assistance in managing human remains, including victim identification and disposition.

(l) Provide technical assistance, equipment, and supplies through the U.S. Army Corps of Engineers, as required, in support of HHS to accomplish temporary restoration of damaged public utilities affecting public health

(m) Immediately notify the Surgeons General of the Army, Air Force, and Navy if there is likelihood that their support may be required.

(n) Provide technical facility and clerical expertise to assess the physical condition of the medical treatment facilities.

i. ESF #9 - URBAN SEARCH AND RESCUE. Rapidly deploys components of the national Urban Search and Rescue (US&R) Response System to provide specialized lifesaving assistance to State and local authorities in the event of a major disaster or emergency. US&R operational activities include locating, extricating, and providing on-site medical treatment to victims trapped in collapsed structures.

(1) Primary Agency: Federal Emergency Management Agency (FEMA)

(2) DOD Principal Support Responsibilities:

(a) Serve as primary source for the following assistance.

1. Fixed-wing transportation of US&R task forces and ISTs from base locations to mobilization centers or Base Support Installations. Target time frame for airlift missions is 6 hours from the time of task force activation.

2. Rotary-wing transportation of US&R task forces and ISTs to and from isolated, surface-inaccessible, or other limited-access locations.

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3. Through the U.S. Army Corps of Engineers, provide trained Structures Specialists and System to Locate Survivors (STOLS) teams to supplement resources of US&R task forces and ISTs.

4. Through the U.S. Army Corps of Engineers, provide pre-disaster training for US&R task force and IST Structures Specialists.

(b) Serve as secondary source for the following assistance.

1. Ground transportation of US&R task forces and ISTs within the affected area.

2. Mobile feeding units for US&R task forces and IST personnel.

3. Portable shelter (i.e., tents) for use by US&R task force and IST personnel for eating, sleeping, and working.

j. ESF #10 - HAZARDOUS MATERIALS. Provides Federal support to State and local governments in response to an actual or potential discharge and/or release of hazardous materials following a major disaster or emergency.

(1) Primary Agency: Environmental Protection Agency

(2) DOD Principal Support Responsibilities:

(a) Direct response actions for releases of hazardous substances from its vessels, facilities, and vehicles.

(b) Provide personnel and equipment to other Federal organizations and State and local governments (such as Navy SUPSALV), as requested, if consistent with DOD operational requirements.

k. ESF #11 - FOOD. Identifies, secures, and arranges for the transportation of food assistance to affected areas following a major disaster or emergency or other event requiring Federal response.

(1) Primary Agency: Department of Agriculture, Food and Nutrition Service

(2) DOD Principal Support Responsibilities:

(a) Assess the availability of Department of Defense (DOD) food supplies and storage facilities capable of storing dry, chilled, and frozen food.

(b) Assess the availability of DOD transportation equipment, material handling equipment, and personnel for support.

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This responsibility will be confined to the posts, camps, and stations within or adjacent to the disaster area.

(c) Arrange for the delivery and distribution of identified resources to areas designated by the ESF.

1. ESF #12 - ENERGY. Assists in the restoration of the Nation's energy systems following a major disaster, emergency, or other significant event requiring Federal response assistance.

(1) Primary Agency: Department of Energy

(2) DOD Principal Support Responsibilities:

(a) Director of Military Support. Report damage assessment and recommended priorities to ESF #12 for restoring energy service to critical defense facilities.

(b) U.S. Army Corps of Engineers. Coordinate emergency power team tasking with power-system restoration activities to assist in setting priorities and ensure that time and resources are not wasted in providing support to a facility that is about to have its power restored.



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ANNEX CMILITARY ASSISTANCE FOR CIVIL DISTURBANCES (MACDIS)

- Ref: (a) USACOMINST 3440.1, USACOM Policy Directive for Military Support to Civil Authorities and Military Support for Civil Disturbances (MSCA/MACDIS)
- (b) USACOMINST 3440.2, USACOM Policy Directive for Lead Operational Authority (LOA) for Military Support to Civil Authorities and Military Support for Civil Disturbances (MSCA/MACDIS)
- (c) USACOM OPORD 2000-95
- (d) DOD Directive 3025.1, Military Support to Civil Authorities
- (e) OPNAVINST 3440.16C, Navy Civil Emergency Management Program

1. Purpose. To provide guidance and procedures for employing Navy personnel, forces, equipment, supplies and facilities in support of civil authorities (including the National Guard) and other federal agencies during civil disturbance emergencies, consistent with references (a) through (e) of this annex.

2. General

a. The primary responsibility for protection of life and property and the maintenance of law and order is vested in the local and state governments. The Posse Comitatus Act prohibits the use of military forces in executing or enforcing civil laws except as authorized by the U.S. Constitution or an Act of Congress. The employment of DOD military resources in controlling civil disturbances will normally be authorized by a Presidential Directive or an Executive Order directing the Secretary of Defense to assist in restoring law and order in a specific state or locality. Exceptions to this condition will be limited to:

(1) Sudden or unexpected invasions or civil disturbance incidents resulting from earthquake, fire or flood, or other such calamity endangering life, where immediate response is required.

(2) Loan of military resources (other than personnel to be employed in a direct law enforcement role) in response to requests from civil authorities. Navy operating personnel employed in connection with loaned equipment may not be used in a direct law enforcement role.

(3) Protection of federal property and functions.

(4) The use of military forces in response to domestic terrorist incidents pursuant to specific statutory authority (18 USC 112 (1982)).

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b. The Secretary of the Army is the DOD Executive Agent in all matters pertaining to the planning for and employment of federal military resources in civil disturbance operations. Employment of military forces is carried out via the Department of the Army (DA) Civil Disturbance Plan (GARDEN PLOT).

c. The DA Civil Disturbance Plan (GARDEN PLOT) established a Civil Disturbance Condition (CIDCON) system to provide a progressive increase in the preparedness of designated forces. However, Navy planning for civil disturbance operations should be based on the assumption that DOD resources may be required at any time, with or without advance warning, to assist civil authorities or to enforce federal law on a massive or limited scale.

### 3. Concept of Operations

a. When directed to conduct civil disturbance assistance operations, the DOD executive agent, through the DOMS, will direct USCINCFJCOM to initiate civil disturbance operations; task Navy and other DOD components for planned or required military resources; and inform JCS and unified commanders of needed military resources.

b. When DOD forces are employed, a task force commander (CTF) will be appointed by USCINCFJCOM. USCINCFJCOM, through the CTF, will exercise operational control over the DOD forces assigned to civil disturbance operations.

c. Navy Participation. With the exception of specific Marine Corps forces designated by the CMC, Navy support to civil disturbance operations can be expected to consist of logistical support to other DOD components and airlift support to the Secretary of the Air Force.

d. Military resources are classified into three groups as follows:

(1) Group One. Personnel, arms, ammunition, armored vehicles, automotive equipment, and aircraft.

(2) Group Two. Riot control agents, concertina wire, and other similar military equipment, such as barricade material, riot shield helmets, etc., which is not included in Group One.

(3) Group Three. Firefighting resources (to include operating personnel), equipment of a protective nature (such as masks, helmets, armored vests), and other equipment not included in Groups One or Two (such as clothing, communications equipment, searchlights), and the use of Navy facilities.

e. COMNAVREG MIDLANT will authorize Group Three requests. Requests for assistance from Groups One or Two will be forwarded through COMNAVREG MIDLANT to CINCLANTFLT.

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#### 4. Responsibilities

##### a. CNO

(1) Arrange for logistical and airlift support required by the DOD Executive Agent for civil disturbance operations.

(2) Ensure Navy planning is consistent with GARDEN PLOT operations plans.

##### b. CMC

(1) Designate and provide guidance to Marine Corps forces required by the DOD Executive Agent for civil disturbance operations.

(2) Ensure Marine Corps planning is consistent with GARDEN PLOT operations plans.

##### c. COMNAVREG MIDLANT

(1) Ensure Navy logistics support requirements are defined and supporting facilities, supplies, and equipment identified.

(2) Provide necessary guidance to Navy commanders assigned support responsibility for civil disturbance operations.

(3) Ensure Navy planning is consistent with GARDEN PLOT operations plans at regional and state levels.

##### d. Navy Planning Agents

(1) Ensure the logistics support requirements of the Navy are defined and facilities, supplies, and equipment identified.

(2) Provide necessary guidance to Navy commanders assigned support responsibility for civil disturbance operations.

(3) Ensure Navy planning is consistent with GARDEN PLOT operations and plans on the regional and state level.

e. Assistance provided by Navy authority for civil disturbance will be reported as set forth in Annex R.



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ANNEX DJOINT KEY ASSETS PROTECTION (JKAP)

Ref: (a) USCINCRD CONPLAN 7040, Joint Key Assets Protection  
(b) SECNAVINST 4862.10A, DOD Key Asset Protection Program  
(c) SECNAVINST 5820.7B, Cooperation with Civilian Law Enforcement Officials

1. DOD policy supports and promotes the development of plans for the protection of key assets within the U.S. and in U.S. territories and possessions. It provides owners/managers with appropriate advice, guidance, and planning assistance concerning the application of physical security and emergency preparedness measures. Responsibility for protecting key assets rests primarily with the civilian sector and with local, state, and federal law enforcement authorities.

2. References (a) and (b) address Navy responsibilities for the employment of military resources in protection of key assets under the Federal Response Plan (FRP). Protecting property is an inherent responsibility of its ownership. DOD does not assume the primary responsibilities of the private sector for the physical security of privately-owned assets, or federally-owned assets under the control of any state, or a subdivision of any state.

3. Military facilities are not considered key assets. Military commanders are responsible for planning for the protection of military facilities as provided in reference (b). Installations and facilities not having an adequate security capability will make requirements known to COMNAVREG MIDLANT for resolution. Civilian assets required for the continued operation of military facilities may be nominated as key assets per reference (b).

4. Any asset selected for inclusion on the Key Asset List (KAL) must be:

a. A mobilization, deployment or supporting asset, the loss of which would prevent or unacceptably delay DOD mobilization and deployment efforts.

b. An industrial asset that produces items on the Commander in Chief's Critical Items List, or a similar list of critical items prepared by a DOD component, the loss of which would halt or unacceptably delay DOD mobilization, deployment, or sustainment efforts.

5. Key assets, listed on the KAL, will be assigned to one of the following:

a. Category One. An industrial asset, or a mobilization, deployment, or supporting asset, for which there is no replacement,

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substitute, or alternative. Partial or complete loss would have an immediate and serious impact on the defense of the United States.

b. Category Two. Alternative assets are available but all assets are required for contributing to U.S. emergency needs.

c. Category Three. All key assets not in Categories One and Two.

6. Navy commanders carry out key asset protection requirements similar to MSCA requirements as delineated and as consistent with the guidelines of reference (c). COMNAVREG MIDLANT is the CINCLANTFLT commander responsible for Key Asset Protection Planning (KAPP) and execution within the assigned RPA AO.

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ANNEX EWEAPONS OF MASS DESTRUCTION INCIDENTS  
(CHEMICAL, BIOLOGICAL, AND RADIOLOGICAL)

- Ref: (a) DOD Directive 3150.8, DOD Response to Radiological Accidents  
(b) OPNAVINST 3440.15A, Department of the Navy Nuclear Weapon Accident Response Management  
(c) CINCLANTFLT OPOD 2000-97, Nuclear Accident/Incident Response Procedures (Tab C to App 1 to Annex C)  
(d) COMNAVBASENORVAINST 3440.23A, Assignment of Tasks and Responsibilities for COMNAVREG MIDLANT Regional Nuclear Weapon Accident/Incident Response  
(e) NAVFACINST 3440.17B, Chemical, Biological, and Radiological Warfare Defense (CBR-D) Material and Equipment Allowance for Naval Shore Activities  
(f) DODINST 5100.52M, Nuclear Weapon Accident Response Procedures (NARP) Manual  
(g) DSWA 5100.52.1L, Nuclear Accident Response Capability Listing  
(h) NTP X-00 8201A Addendum 1  
(i) SE700-AA-MAN-420/RADIAC  
(j) NAVFAC P-462 (CHG 1), NBC Contamination Avoidance  
(k) NAVFAC P-463, Chemical/Biological Mask  
(l) NAVFAC P-464, NBC Protection  
(m) NAVMEDCOMINST 6470.10, Initial Management of Irradiated or Radioactively Contaminated Personnel  
(n) FBI Weapons of Mass Destruction Incident Contingency Plan (WMDICP)

1. General

a. The procedures outlined in this Annex are designed to serve as guidance in coping with WMD incidents resulting in a chemical, biological, or radiological emergency. The widespread devastation in conjunction with the nuclear radiation hazard resulting from a nuclear attack is the ultimate test of the entire Emergency Preparedness Organization. The capability to cope with a nuclear attack is indicative of a capability to cope with any man-made or natural disaster.

b. The emergency preparedness organization is intended for use in the emergency response phase following an attack, after which it should be gradually phased out and the work of recovery should proceed under the activity's normal organization.

2. Definitions

a. Nuclear Defense. All measures used to minimize damage and casualties resulting from all the effects of nuclear energy. It does not include defensive use of nuclear weapons.

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b. Biological Defense. All measures used to minimize damage and casualties resulting from the use of biological warfare agents. This includes anti-personnel, anti-animal, and anti-crop agents.

c. Chemical Defense. All measures used to minimize the damage and casualties resulting from the use of chemical agents including incendiaries.

d. NBC/CBR. Existing materials, procedures, and Navy schools are designated Nuclear, Biological, and Chemical (NBC). The "N" in "NBC" implies that the effects of the thermal pulse, neutron and initial gamma radiation, and the electromagnetic pulse are included. In "CBR", the "R" implies that only the residual radiation and fallout are included. For the purposes of this Annex, the terms NBC and CBR are considered to be synonymous.

3. Publications. Technical guidance and planning considerations are provided in references (a) through (n) of this annex.

4. Organization and Training. CBR defense is defined as those disaster preparedness measures employed to prepare for and minimize the effects of chemical, biological, and radiological attacks, as detailed in Appendices 1-5 to this Annex. The Installation Commanders in COMNAVREG MIDLANT's AO will accomplish this by:

a. Planning and organizing personnel to be effective and capable of dealing with extensive and widespread damage.

b. Assigning and training personnel.

c. Developing plans for utilizing existing structures for shelter, identifying cognizant personnel and available stocking sources.

d. Employing personnel and material to effect rapid recovery after an attack, enabling rapid re-establishment of the mission of the DON activity.

5. CBR Defense Teams. Appendix 1 to this Annex establishes recommended equipment allowances for CBR defense material and radiological devices for CBR defense teams. Since CBR functional teams are not part of a base organization, it should be recognized that allowances may be adjusted to suit the local situation. All major commands should be prepared to field CBR functional teams, as appropriate.

6. Reports. CBR reporting IAW Appendix 6 to this Annex.

7. Military Support to Civil Authority. Appendix 7 to this Annex provides background information, guidance, and organizational



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relationships involved when providing military support to civil authorities in response to the use of weapons of mass destruction. Although similar to MSCA for other disasters addressed in this instruction, MSCA for WMD events has unique organizational relationships because the Department of Justice (DOJ), through the FBI, leads crisis management activities while FEMA leads consequence management activities. Commanders, commanding officers, and officers in charge providing MSCA for WMD events must be cognizant of the information contained in Appendix 7 to this Annex.

#### APPENDICES

- 1 - CBR Functional Teams
- 2 - Nuclear Defense
- 3 - Biological Defense
- 4 - Chemical Defense
- 5 - Contamination Markers
- 6 - NORAD Nuclear, Biological, and Chemical Warning Reporting System (NBCWRS)
- 7 - Military Support to Civil Authority in Response to the Use of Weapons of Mass Destruction
- 8 - Weapons of Mass Destruction Response Procedures and Checklists



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APPENDIX 1 TO ANNEX ECBR FUNCTIONAL TEAMS

- Ref: (a) DOD Directive 3150.8, DOD Response to Radiological Accidents  
(b) OPNAVINST 3440.15A, Department of the Navy Nuclear Weapon Accident Response Management  
(c) CINCLANTFLT OPOD 2000-97, Nuclear Accident/Incident Response Procedures (Tab C to App 1 to Annex C)  
(d) COMNAVBASENORVAINST 3440.23A, Assignment of Tasks and Responsibilities for COMNAVREG MIDLANT Regional Nuclear Weapon Accident/Incident Response  
(e) NAVFACINST 3440.17B, Chemical, Biological, and Radiological Warfare Defense (CBR-D) Material and Equipment Allowance for Naval Shore Activities  
(f) SE700-AA-MAN-420/RADIAC

1. Structure. CBR functional teams are not a normal part of a shore-based organization. The following team structures and equipment allowances are set forth as guidance. These allowances may be adjusted to suit the local situation and any additional guidance provided by the RPA. References (a) through (c) provide policy, management, and procedural guidance. Reference (d) delineates assignments and responsibilities for COMNAVREG MIDLANT's AO. References (e) and (f) provide information on equipment.

a. CBR Functional Teams

(1) CBR Survey Team, Code AA

Function: Conduct survey of assigned areas to determine chemical, biological, and radiological contamination locations and levels; mark off hazardous areas.

- (a) Personnel
  - 1 Team leader (NEC 9598)
  - 2 CBR Monitors
  - 1 Recorder - Communicator
- (b) Equipment
  - 2 Detector Kits, Chemical Agent M256A1
  - 4 Detector Kits, Personal Decontamination, M291
  - 4 Sets, Coveralls
  - 4 Sets, C/B protective clothing
  - 2 High Intensity Gamma Measuring Survey Meters
  - 2 Low Intensity Beta/Gamma Survey Meters
  - 4 Hi-Dose Indicating Dosimeters
  - 1 CB Mask/Dust Respirator if only radiological hazards
  - 1 Jeep or other suitable vehicle
  - 1 Portable Voice Radio
  - 1 Marking Set, Contamination NBC

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## 4 M258 Equipment Decontamination Kits

NOTE: Protective clothing, dosimeters (DT-60/PD), and masks will be provided for all teams; where masks are shown under equipment there are extra masks for team functions. The team leader should be qualified as NEC 9598.

b. Personnel Decontamination Team, Code AB

Function: Conduct chemical or radiological decontamination of non-seriously injured personnel.

## (1) Personnel

- 1 Decontamination specialist - Leader
- 2 Attendants, Contamination Space
- 2 Decontamination Technicians
- 2 Monitors
- 2 Attendants, Clean Space

## (2) Equipment

- 10 Large G.I. cans (32 gals)
- 2 Reels (600 ft) of 1/2 inch lines
- 2 Water Trucks (1,000 gals)
- 1 Decontamination Apparatus, M12A1
- 4 Tarpaulins (16' x 16') and lumber for rigging screens
- 4 Bars salt-water soap
- 9 Medium-Dose Indicating Dosimeters
- 1 Dosimeter Charger
- 2 Detector Kits, Chemical Agent, M256A1
- 2 Detector Kits, Personal Decontamination, M291
- 9 M258A1 Equipment Decontamination Kits

c. Facilities and Area Decontamination Team, Code AC

Function: Effect chemical, biological and/or radiological decontamination of essential facilities and areas.

## (1) Personnel

- 1 Team Leader (NEC 9598)
- 5 Decontamination apparatus operators (3 trained, 2 helpers)

## (2) Equipment

- 1 Decontamination Apparatus (M12A1)
- 3 3-gal Decontamination Apparatus
- 4 Sprayers, Decontaminating, M11
- 2 Tarpaulins (16' x 16')
- 2 Tons Bleach
- 1,500 lbs. Detergent
- 10 Units Antil-set (6 1/2 lbs.)
- 15 Units DS-2 Solution

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- 2 Detection Kits Chemical Agent - M256
- 1 Marking Set, Contamination NBC, M274
- 8 Ponchos
- 8 Masks, Protective CB or dust respirators if radiological
- 1 High-Intensity Gamma Survey Meter
- 2 Low-Intensity Beta/Gamma Survey Meters
- 6 Medium-Dose Indicating Dosimeters
- 1 Dosimeter Charger
- 8 M258A1 Equipment Decontamination Kits
- 1 Portable Voice Radio
- 8 Chemical Protective Suits with gloves and foot covers

d. Radiation Monitor/Dosimetry Pool, Code AD/AE

Function: To provide Beta/Gamma radiation-monitoring capability for the protection of personnel required to perform rescue, first-aid, firefighting, and other recovery efforts. Read and record dose readings of personnel dosimeters.

(1) Personnel

- 1 Team Leader (NEC 9598)
- 5 Radiation Monitors

(2) Equipment

- 6 Masks or Dust Respirators
- 6 Sets, Coveralls, Hoods, Boot Covers
- 6 High-Intensity Gamma Measuring Survey Meters
- 2 Low-Intensity Beta/Gamma Survey Meters
- 6 Hi-Dose Indicating Dosimeters
- 2 Dosimeter Chargers
- 3 Readers, Casualty Dosimeter
- 4 Recording forms and pencils
- 25 Dosimeters, Non-Indicating Casualty

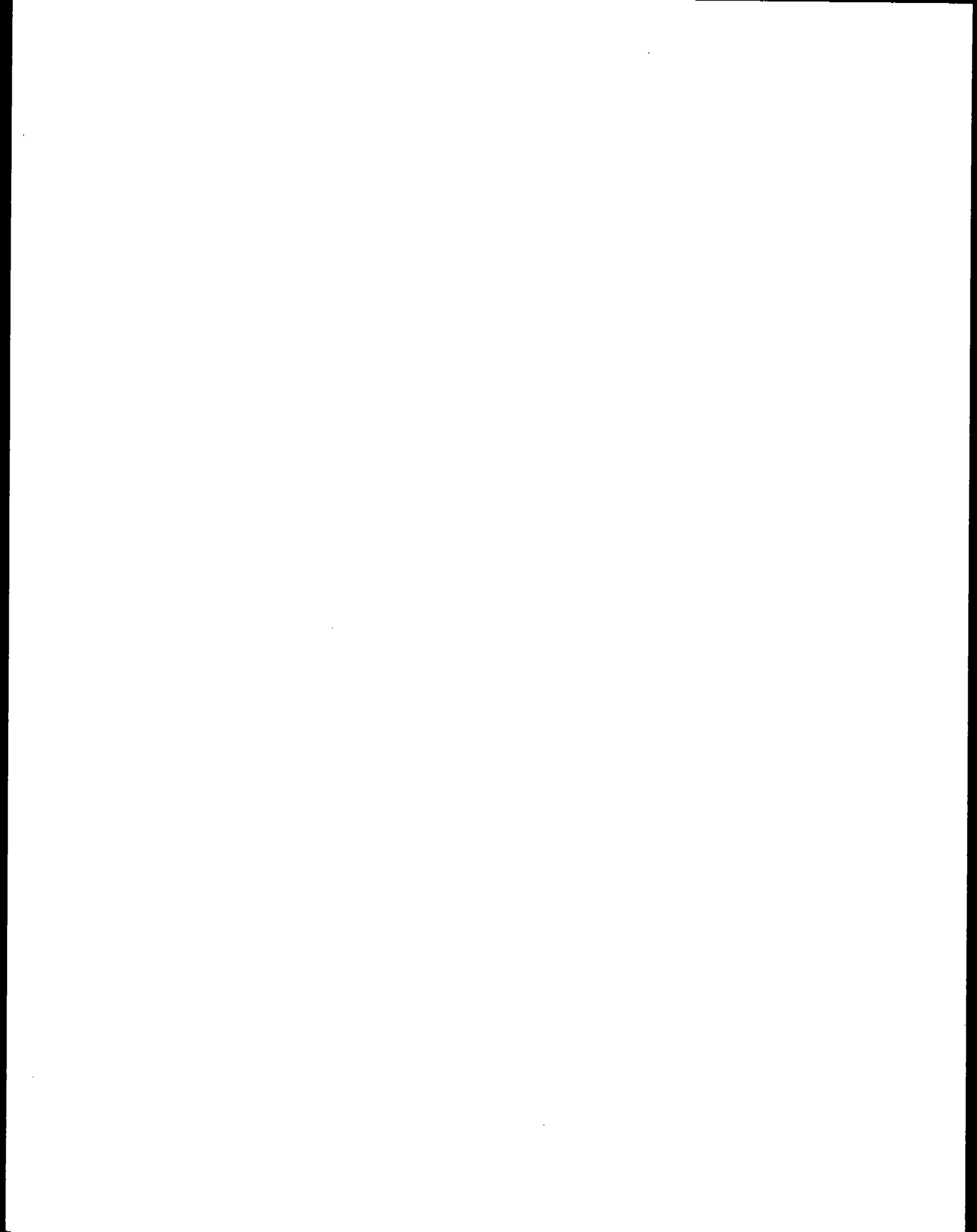
e. Shelter Management Team, Code UA

Function: Provide for orderly administration of all activities relating to the safety and welfare of all inhabitants of assigned shelter. (Note: \* Each Base/Naval Complex with Emergency Shelters should have one school trained shelter manager.)

(1) Personnel. As required - one manager and one alternate for each shelter housing 50 or more persons.

(2) Equipment. For each 500 people, 1 set of equipment as indicated below:

- 1 Low intensity Beta/Gamma survey meter
- 1 High intensity gamma measuring survey meter
- 3 Hi-Dose Indicating Dosimeters
- 1 Dosimeter Charger



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APPENDIX 2 TO ANNEX ENUCLEAR DEFENSE

Ref: (a) DOD Directive 3150.8, DOD Response to Radiological Accidents  
(b) NAVMEDCOMINST 6470.10, Initial Management of Irradiated or Radioactively Contaminated Personnel  
(c) NAVFAC P-462 (CHG 1), NBC Contamination Avoidance  
(d) NAVFAC P-463, Chemical/Biological Mask  
(e) NAVFAC P-464, NBC Protection  
(f) SE700-AA-MAN-420/RADIAC  
(g) NAVFACINST 3440.17B, Chemical, Biological, and Radiological Warfare Defense (CBR-D) Material and Equipment Allowance for Naval Shore Activities

1. General. Nuclear defense may be defined as those measures necessary to minimize the effects and recover from the damage of attack by nuclear weapons.
2. The Effects of Nuclear Weapons. The following general effects of nuclear weapons deserve careful consideration during planning:

a. In the event of an air burst when the fireball is well above the surface of the earth, there will generally be no significant fallout from a military point of view. Primary damage will occur to equipment from electromagnetic effects; however, a rain or snow shower may cause some fallout to reach the earth's surface.

b. In the case of a surface burst when the fireball is close enough to the ground/sea level for the surface (land or water) to be fused or vaporized, there will be significant fallout.

c. Residual radiation from fallout will reduce in intensity very rapidly during the first few hours. This reduction in intensity begins one hour after detonation and for every seven-fold increase in time, the intensity decreases by a factor of ten.

3. Defense Against Nuclear Weapons. In planning for defense against nuclear weapons, the initial and residual effects of blast, thermal radiation and nuclear radiation must be considered. Reinforced concrete underground shelters are the most effective protection against blast, but shielding from the effects of nuclear radiation must be considered. The best materials for shielding against gamma radiation are those of high density, such as lead or steel. Concrete, earth and water also offer good shielding, but are less effective.

4. Response to Attack by Nuclear Weapons

a. One of the first steps in emergency response to nuclear attack will be to determine the levels of nuclear radiation present in order

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to establish areas of contamination and commence recovery operations. In all probability, the first survey of nuclear radiation after atomic attack will be by aircraft. This method offers the best means of quickly locating areas of dangerous radiation intensities without undue hazard to personnel. Because of the attenuation factor of nuclear radiation passing through the atmosphere, personnel in an aircraft can determine ground level nuclear radiation intensities with considerable accuracy and be exposed to a minimal amount of radiation.

b. It is anticipated that an attack by nuclear weapons will produce mass casualties, widespread fires, and probable panic among the civilian population. Plans for nuclear defense should, therefore, provide for these situations.

5. Reclamation after Attack by Nuclear Weapons.

a. Contamination avoidance and decontamination after attack by nuclear weapons is described in detail in references (a) through (c).

b. Two aspects of reclamation are emphasized:

(1) Radioactive contamination is essentially a surface phenomenon and the contamination will therefore, generally, yield to surface cleaning. Flushing down with water or vacuum cleaning will sometimes suffice for smooth nonporous surfaces. Porous or grease covered surfaces present a more difficult problem.

(2) Radioactive fallout will reduce very rapidly in intensity during the first few hours after a nuclear detonation. This deserves careful consideration in any decision regarding reclamation.

6. Contamination Markers. Areas known or believed to be contaminated with nuclear radiation will be defined and marked every 100 feet with the official radiation contamination markers shown in Appendix 5 to this Annex. These markers may be obtained from Naval Publications and Forms Center, 5801 Tabor Avenue, Philadelphia, PA 19120.

7. Radiological Detection Devices (RADIAC Equipment). An activity's allowance of RADIAC equipment is based upon the number and types of CBR defense teams in the activity's disaster preparedness organization. It is imperative that the maximum degree of operational readiness be maintained for all RADIAC equipment at all times. Activities are responsible for making monthly checks and ensuring that their RADIAC detection devices are made available when required for overhaul and calibration. References (d) through (g) provide equipment allowances and calibration procedures.

8. Nuclear Radiation Fallout Prediction and Warning System (RADFO). Specified meteorological activities within the AO are required to prepare and disseminate fallout predictions.



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APPENDIX 3 TO ANNEX EBIOLOGICAL DEFENSE

Ref: (a) NAVFAC P-462 (CHG 1), NBC Contamination Avoidance  
(b) NAVFAC P-463, Chemical/Biological Mask  
(c) NAVFAC P-464, NBC Protection  
(d) NAVFACINST 3440.17B, Chemical, Biological, and Radiological Warfare Defense (CBR-D) Material and Equipment Allowance for Naval Shore Activities  
(e) Medical Management of Biological Casualties Handbook, U.S. Army Medical Research Institute of Infectious Diseases, Fort Detrick, MD (August 1996)

1. General. Biological warfare (BW) is defined as the deliberate use of living agents, such as bacteria, viruses, other pathogenic (disease causing) organisms, or their toxins, to cause the death of, or disease in, personnel, animals, or plants. BW is low in cost, does not permanently destroy property, and is adaptable to surprise attack or use by saboteurs. It can be extremely effective if used in combination with other forms of attack.

2. Methods of Dissemination. Biological agents may be disseminated in many ways. It is important to know what these are, and to be alert in detecting their use against a naval activity.

a. The use of aerosols appears to offer the most effective means of disseminating biological agents. Aerosol clouds are invisible and have no odor to warn of their presence. Small particles (microbe size) in the form of sprays can be dropped in clusters of small plastic bomblets carried by free balloons, rockets or shells, or sprayed from aerosol generators over land, by ship, or by aircraft.

(1) Aircraft release can infect up to 200,000 square miles.

(2) A sea or land-surface release is most effective with a six to eight knot wind toward the target, and a prevailing temperature inversion (the ground cooler than the air aloft).

b. An enemy using vectors (flies, mosquitoes, rodents, etc.) may deliberately spread biological agents.

c. Biological agents may be directly introduced into food or water supplies. One gallon of a typical BW agent is sufficient to contaminate a four million-gallon water reservoir.

3. Detection. A good working knowledge by all personnel of possible biological agents and how they may be disseminated is the first step toward detection and protection. Finding a plastic bomblet fragment, or a piece of a shell, or observing any suspicious actions which might indicate dissemination of biological agents in the ways described

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above, or in other ways, should be instantly reported regardless of how minor it appears. Intelligence reports may indicate the imminence of a biological attack. The first indications might be a gradual increase in reported illness, or a disease of epidemic proportions. Communicable diseases and mass illness will be reported immediately to the medical officer. By studying area endemic diseases and comparing incidence rates, attacks using biological agents may be detected.

4. Contamination Markers. Areas known or believed to be contaminated with biological agents will be marked as shown in Appendix 5 to this Annex. These markers may be obtained from Naval Publications and Forms Center, 5801 Tabor Avenue, Philadelphia, PA 19120. The M274 Marking Set provides a contamination marking system.

5. Protection. Thorough personal hygiene is of the highest importance in individual protection. For the collective protection of personnel against biological agents, a good immunization program, sanitary conditions, carefully inspected food and water supplies, and rigorous pest control measures are all facets of a well-rounded plan.

6. Decontamination

a. Since the decontamination of equipment, buildings, or areas to make them safe for unprotected personnel requires considerable resources, only those most urgently needed must be considered for decontamination. The time factor deserves careful consideration including the time the agent will persist; the time after which it may be disregarded; and the time it will take to decontaminate.

b. Decontamination procedures should be started as soon as possible after it is determined that they are necessary in order to prevent the spread of contamination to personnel in other areas. The decontamination should not be delayed until the agent used has been identified. For interiors, TORMALIN is the standard Navy stock decontaminant. ETHYLENE OXIDE, confined under gas-proof covers, is best for equipment, as it will not corrode metal or delicate electronic equipment. STB (supertropical bleach) is the Navy standard for exterior surfaces. All of the above are dangerous to personnel, and must be handled under strict supervision. ETHYLENE OXIDE is violently explosive in certain concentrations. Technical aspects and available equipment are contained in references (a) through (e).

c. Decontamination of personnel after biological attack is best carried out by passing them through specially constructed decontamination stations, washing hands with HYPOCHLORITE solution, liberal use of HEXACHLOROPHENE soap, and a thorough rubdown with alcohol. It must be realized that the above personnel decontamination procedures cannot be expected to kill or remove all germs that may be present, especially those in the nostrils, ears, and eyes. Medical attention may be required as the final stage in decontamination.

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APPENDIX 4 TO ANNEX ECHEMICAL DEFENSE

- Ref: (a) NAVFAC P-462 (CHG 1), NBC Contamination Avoidance  
(b) NAVFAC P-463, Chemical/Biological Mask  
(c) NAVFAC P-464, NBC Protection  
(d) DODINST 5100.52M, Nuclear Weapon Accident Response Procedures (NARP) Manual  
(e) NAVFACINST 3440.17B, Chemical, Biological, and Radiological Warfare Defense (CBR-D) Material and Equipment Allowance for Naval Shore Activities  
(f) Medical Management of Chemical Casualties Handbook, Medical Research Institute of Chemical Defense, Aberdeen Proving Ground, MD (September 1995)

1. General. Chemical warfare (CW) is defined as the military use of chemical substances to cause casualties to personnel with gases or liquids, to screen military operations by the use of smoke, or to start fires using incendiaries. CW may be used to deny the use of an area or to poison food and water supplies. CW is broad in scope and naval activities must be prepared to meet it in many forms. CW, like BW, possesses many qualities that make it a powerful weapon in the hands of an enemy. It is relatively low in cost, highly flexible in use, can be used either to destroy property or to help capture it without destruction, and lends itself perfectly to surprise attack.

2. Method of Dissemination

a. The most likely methods of delivery of chemical agents against naval shore installations are by bombs or bomblet clusters dropped from an aircraft, shells fired from ships offshore, spray from low-flying aircraft, or rockets.

b. Gases may also be delivered from ships off shore using a favorable wind to carry clouds of gas toward naval shore activities.

c. A sea or land-surface release is most effective with a steady five to eight knot wind toward the target, and a prevailing temperature inversion (earth and water cooler than the air aloft) to keep the gas from rising and dissipating.

d. A chemical attack may be made in conjunction with other forms of attack.

3. Detection

a. Intelligence reports may give advance warning of a chemical attack, and the nature of the gas to be used. Advanced radar lines may give warning of an impending air attack so that CW defense measures may be put into effect.

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b. Chemical agents can be detected in either the liquid or vapor form.

(1) Liquid agent detection is accomplished using the M8 or M9 detector paper. The M8 paper turns the following colors when touched or dipped in the following agents: Blister-Red, VX Nerve-Green, and G Series Nerve-Orange.

(2) Vapor detection.

(a) M256A1 Kit detects all threat chemical agents.

(b) Point detectors.

(1) Nerve agents can be detected using the M8A1 Automatic Chemical Agent detector.

(2) Chemical Agent Monitor (CAM) or Improved Chemical Agent Monitor (ICAM) are hand held automatic detectors which can detect nerve and blister agents and provide some information on concentration.

(c) Stand off detection is accomplished by using the M21 Remote Sensing Chemical Agent detector or the AN-KAS-1A can detect nerve agent clouds at a distance of up to five (5) kilometers. The Joint Service Lightweight Standoff Chemical Agent Detector will be available by FY02.

c. All detection methods have limitations. It should be noted that the sense of smell cannot be depended upon to give a warning of chemical agents. This fact emphasizes the importance of thorough indoctrination of all personnel in recognizing the first symptoms experienced from exposure to chemical agents, and the self and buddy aid that must be administered immediately. Prompt, intelligent action under chemical attack may be the difference between life and death.

4. Contamination Markers. Areas known or believed to be contaminated with chemical liquids or gases will be defined and marked every 100 feet with the chemical contamination markers shown in Appendix 5 to this Annex. These markers may be obtained from Naval Publications and Forms Center, 5801 Tabor Avenue, Philadelphia, PA 19120. The M274 Marking Set provides markers, tarps and poles for the task.

5. Protection. The development of a chemical defense program at an activity should be considered from two approaches: individual protection and collective protection. Individual protection against chemical attack presents a very serious problem. Adequate training and preparation by the individual will directly affect the collective protection of the command. References (a) through (f) provide technical information and guidance.

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a. The most important single item of individual protection in chemical defense is a protective mask. The mask should protect the eyes and the respiratory tract from all chemical warfare agents in a manner similar to the MCU-2/P OR4 M40 protective mask. Protective mask training for all hands is essential.

b. Under wartime conditions, or when anticipating attack, personnel will be issued the M291 individual decontaminating kit for emergency decontamination of skin, clothing, and equipment. Some chemical agents can be absorbed through the skin, causing serious injury and even death.

(1) Ordinary clothing and foul weather gear, even if it covers all bodily surfaces, does not provide complete protection against all chemical attacks. The protective mask, the Advanced Chemical Protective Garment (ACPG), protective boots and gloves provide adequate, protection against chemical agents.

(2) Impermeable, protective clothing made of cloth coated with butyl rubber on both sides will give the most complete protection currently available against all chemical agents. Even so, it will be penetrated after a few hours of exposure to heavy concentrations of chemical agents.

c. Operationally, the best defense for most personnel will be to get them out of the contaminated areas as quickly as possible or into protective shelters.

#### 6. Decontamination

a. Decontamination after a chemical attack may be a relatively simple problem, or a very difficult one, depending on the persistency and concentration of the agent used and its effect on equipment, shelters, and food/water supplies. The object of decontamination is to make equipment, buildings, or areas safe for unprotected personnel, but because of the significant investment in time, manpower, and resources, it should not be undertaken unless the equipment or space is needed. If decontamination can be delayed, the problem is usually resolved due to the natural decay of the agent from exposure to the elements. Navy standard agents for decontamination after blister agent attack are supertropical bleach (STB), steam, or dry heat. The agent to be used depends on the surface and material to be treated. For decontamination after nerve agent attack, STB, hot soapy water, alkali solutions, and dry heat are used. The decontamination of a naval activity after chemical attack can be a very extensive undertaking. Guidance for chemical protection and decontamination is provided by references (a) through (e).

b. Passing personnel through a specifically constructed decontamination station IAW the detailed instructions contained in

COMNAVREGMIDLANTINST 3440.24

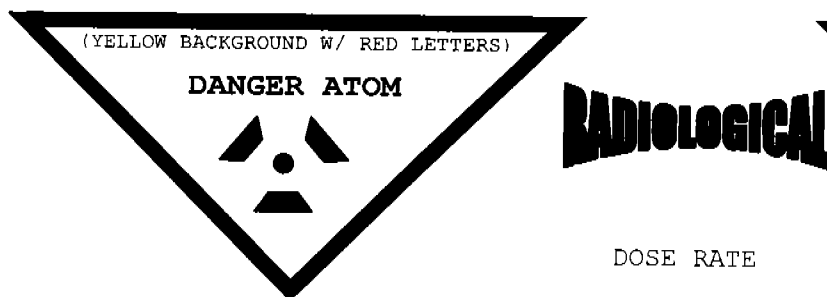
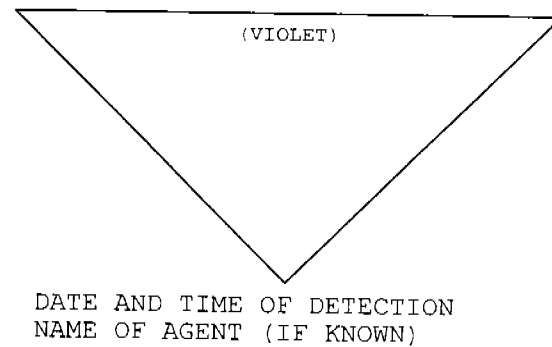
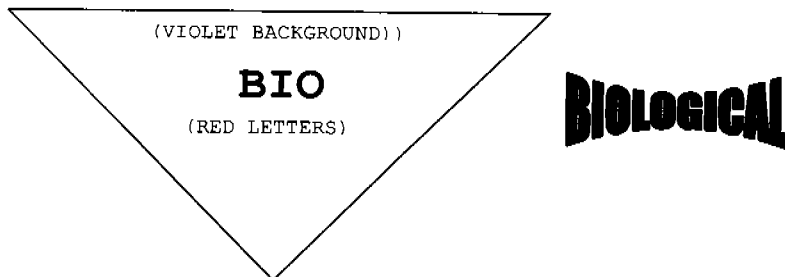
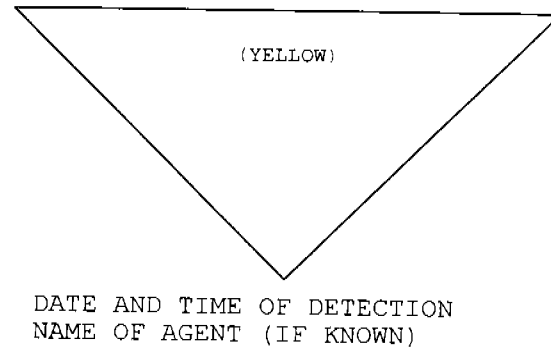
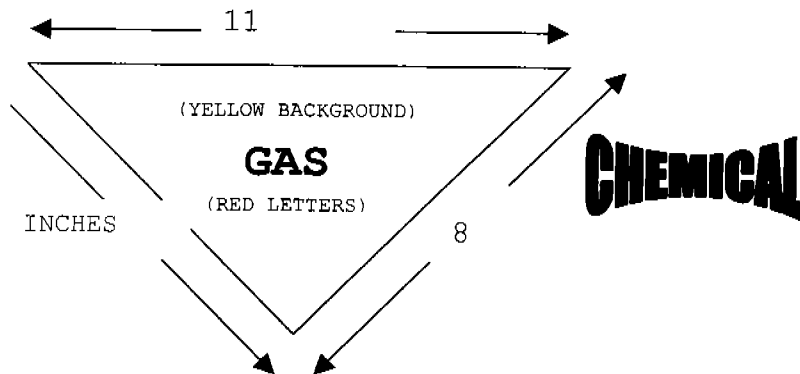
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reference (f) should carry out decontamination of personnel after a chemical attack.

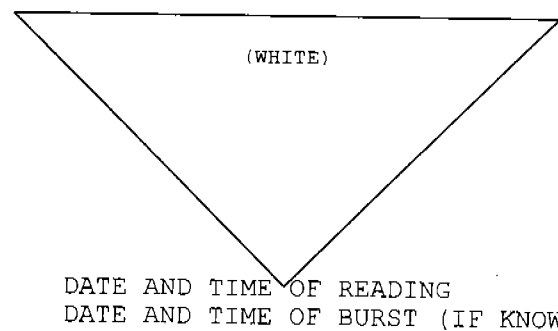
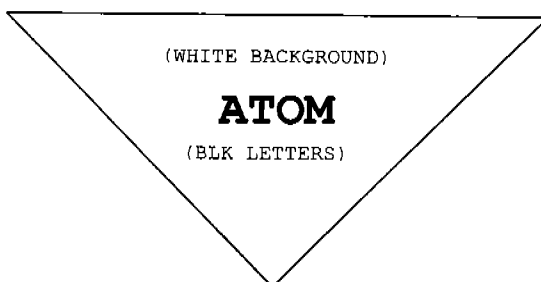
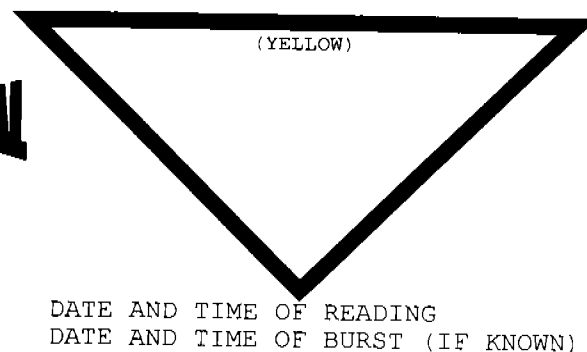
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## APPENDIX 5 TO ANNEX E

## CONTAMINATION MARKERS



DOSE RATE



SURFACE FACING AWAY FROM CONTAMINATION

SURFACE FACING CONTAMINATION





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APPENDIX 6 TO ANNEX ENORAD NUCLEAR, BIOLOGICAL, AND CHEMICAL WARNING REPORTING SYSTEM  
(NBCWRS)

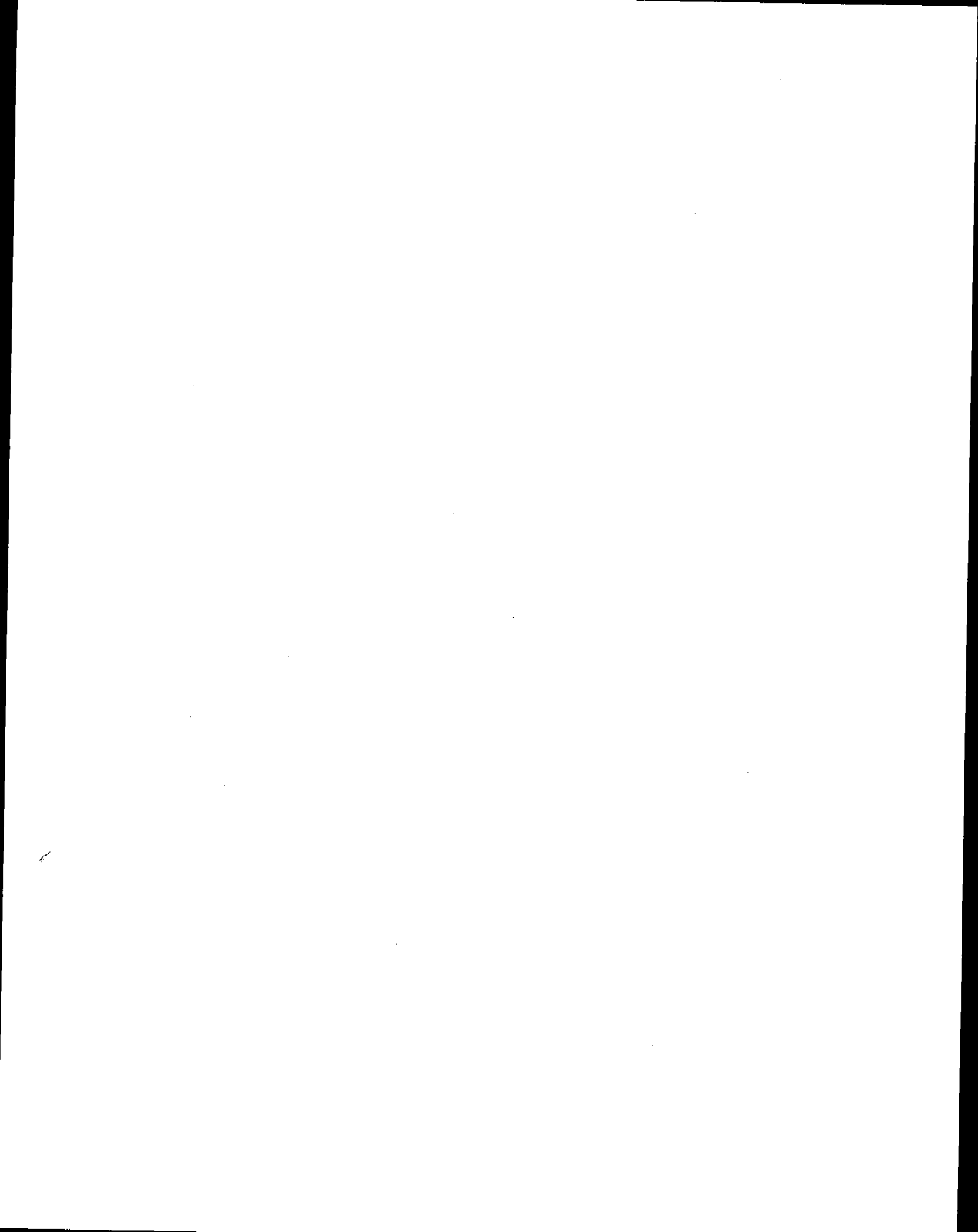
Ref: (a) NORAD Catalog of NBCWRS Reporting Activities  
(b) NORAD A/A/SR 55-153 of 28 Nov 84

1. Reporting Requirements. Certain regional activities are assigned tasks for NORAD NBC reporting. These activities are listed in reference (a). The reporting procedures and format to be used by the NBC reporting activity are described in reference (b). The reporting activity is responsible for detecting, recording, and reporting information relative to NBC attacks and any resultant contamination to NORAD division headquarters (in whose AO the reporting activity is located). Activities making such reports will relay pertinent information to COMNAVREG MIDLANT and the appropriate SRPA and LPA. If reports are submitted in support of NORAD test exercises, guidance for reporting data to the RPA will be promulgated by COMNAVREG MIDLANT.

2. Report Forms. Reporting activities will use the following NORAD NBC report forms in submitting information to the designated NORAD Control Center (NCC):

(a) NORAD Form 45 - Environmental Hazard Report: BIOREP (biological report), CHEMREP (chemical report), RADMON (radiological monitoring report).

(b) NORAD Form 46 - NUDET Report.



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APPENDIX 7 TO ANNEX EMILITARY SUPPORT TO CIVIL AUTHORITY IN RESPONSE TO THE USE OF  
WEAPONS OF MASS DESTRUCTION (WMD)

- Ref: (a) Public Law 104-201 -- Title XIV  
(b) FBI Nuclear Incident Contingency Plan  
(c) FBI Chemical/Biological Incident Contingency Plan  
(d) Memo from John P. Carey, FEMA General Counsel,  
dtd 21 Nov 1996  
(e) Federal Response Plan  
(f) DOD Directive 2000.12, DOD Combating Terrorism Program

1. Background. IAW reference (a), the potential for terrorist use of weapons of mass destruction must be recognized and prepared for immediately. The disintegration of the Soviet Union and proliferating terrorism threats throughout the world have made the transfer and use of such weapons far more likely than at any time previously.

2. DOD Responsibilities

a. IAW reference (a), the Secretary of Defense will be an active partner in any effort to train civilian personnel in federal, state, and local government agencies in emergency preparedness planning and activation.

b. IAW reference (a), the Secretary of Defense and DOD personnel may be called upon to either serve as the lead official in emergency preparedness planning and activation, or to coordinate with other agencies as necessary to support the lead official. The Secretary of Defense may appeal to the President for release from responsibility for any request that is deemed to impair the military mission of the service component.

c. Reference (b) details the operational procedures of the FBI when functioning as the lead law enforcement agency in responding to nuclear and/or radiological weapons of mass destruction related to terrorist or criminal activities. DOD components may be tasked to support the FBI's lead law enforcement operational role and should plan for such a contingency.

d. Reference (c) details the operational procedures of the FBI when functioning in the lead law enforcement operational role in responding to chemical and/or biological terrorism incidents. DOD components may be tasked to support the FBI's lead law enforcement operational role and should plan for such a contingency.

e. Reference (d), subject "FEMA's Role in Advance of a Terrorism Incident," discusses the roles of various federal departments and agencies in emergency preparedness. The emphasis is being placed on planning as much as possible for emergency preparedness response

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requirements in the event of terrorist acts, both in the course of normal operations and in conjunction with special events. The ability to anticipate a potential threat and accurately predict its likely impact is prerequisite to the ability to respond should the threat become a reality.

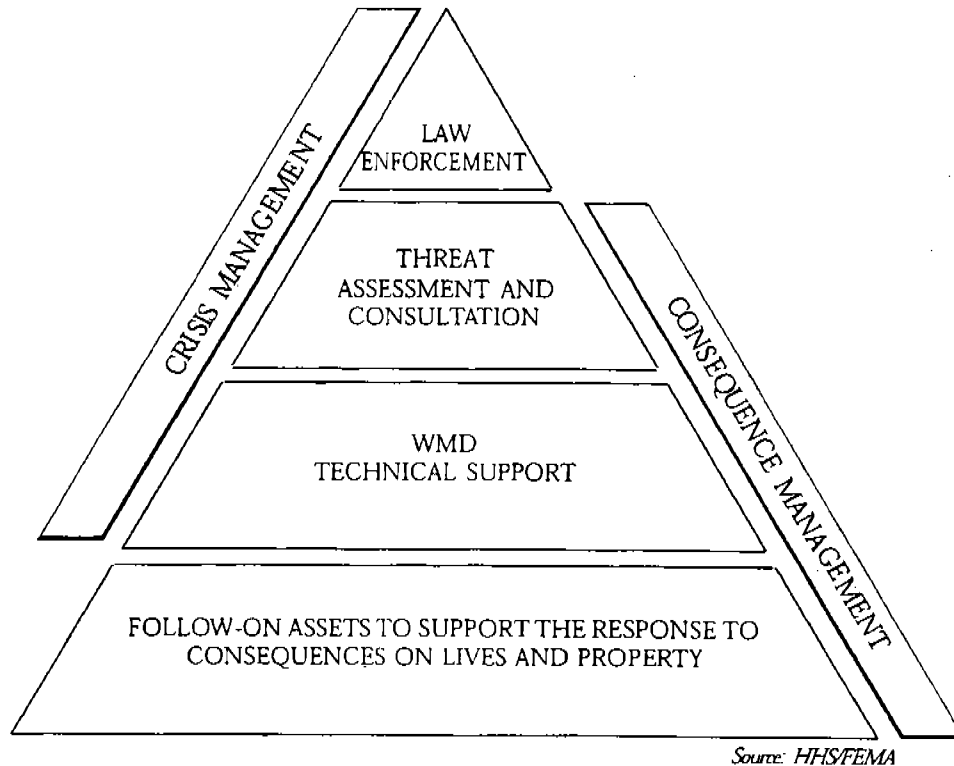
3. Federal WMD Organizational and Operational Overview. It is highly probable that DOD will be tasked to provide MSCA in the event of terrorist use of WMD/NBC devices. Therefore, it is important for DOD commands to understand the organization and operational concepts that are used by federal civilian agencies. The following information is derived from references(e) and (f).

a. Introduction. In June 1995 the White House issued Presidential Decision Directive 39 (PDD-39), "United States Policy on Counterterrorism." PDD-39 directed a number of measures to reduce the nation's vulnerability to terrorism, to deter and respond to terrorist acts, and to strengthen capabilities to prevent and manage the consequences of terrorist use of nuclear, biological, and chemical weapons, including WMD. PDD-39 established a structure for the federal response to terrorism that includes two major components: crisis management and consequence management.

(1) Crisis management includes measures to identify, acquire, and plan the use of resources needed to anticipate, prevent, and/or resolve a threat or act of terrorism. The Constitution and laws of the United States assign primary authority to the federal government to prevent and respond to acts of terrorism; state and local governments will provide assistance as required. Crisis management is predominantly a law enforcement response. Based on the situation, a federal crisis management response may be supported by technical operations, and by federal consequence management, which often will operate concurrently.

(2) Consequence management includes measures to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses, and individuals affected by the consequences of terrorism. The Constitution and laws of the United States assign primary authority to the states to respond to the consequences of terrorism; the federal government provides assistance as required. Based on the situation, a federal consequence management response may be supported by technical operations, and by federal crisis management (or law enforcement), that may operate concurrently (see Figure 1).

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**Figure 1 - Relationship Between Crisis Management and Consequence Management**

**b. Policies**

(1) PDD-39 reaffirms the responsibility of the DOJ, via the FBI, to lead crisis management response. Crisis management involves only those federal agencies requested by the FBI to provide expert guidance and/or assistance, as described in FBI Incident Contingency Plans. FBI requirements for assistance from other Federal agencies will be coordinated through the U.S. Attorney General and the President, with coordination by the National Security Council (NSC) as warranted. The FBI will be supported as necessary by technical operations and by FEMA, which may direct a concurrent consequence management response based on the situation.

(2) PDD-39 also reaffirms the responsibility of FEMA to coordinate all federal assistance in support of state and local governments. It is FEMA policy to use Federal Response Plan (FRP) structures to coordinate all federal assistance to state and local governments for consequence management. FEMA will be supported as necessary by technical operations, and by the FBI, which may direct a concurrent federal law enforcement response based on the situation.

(3) PDD-39 states that federal agencies directed by the National Security Council (NSC) to participate in a response to an act of terrorism bear the costs of their own participation, unless the President directs otherwise.

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(4) Consistent with the intent of PDD-39, the FBI remains responsible for crisis management (or law enforcement) throughout the federal response to a threat or act of terrorism and the consequences. Similarly, FEMA remains responsible for consequence management throughout the federal response to a threat or act of terrorism and the consequences. Based on the situation, the FBI and FEMA may exercise these authorities concurrently. The two lead agencies, with independent and non-transferable areas of responsibility, will ensure an effective federal response through close coordination.

c. Operations Overview

(1) Crisis Management

(a) PDD-39 reaffirms the FBI's lead responsibility for crisis management response to threats or acts of terrorism that take place within United States territory or in international waters and do not involve the flag vessel of a foreign country. The FBI provides a graduated, flexible response to a range of incidents, including:

1. A credible threat, which may be presented in verbal, written, intelligence-based, or other form.

2. An act of terrorism that exceeds the local FBI field division's capability to resolve.

3. The confirmed presence of an explosive device or WMD capable of causing a significant destructive event, prior to actual injury or property loss (e.g., a "**significant threat**").

4. The detonation of an explosive device, utilization of a WMD, or other destructive event, with or without warning, that results in limited injury or death (e.g., "**limited consequences/state and local consequence management response**").

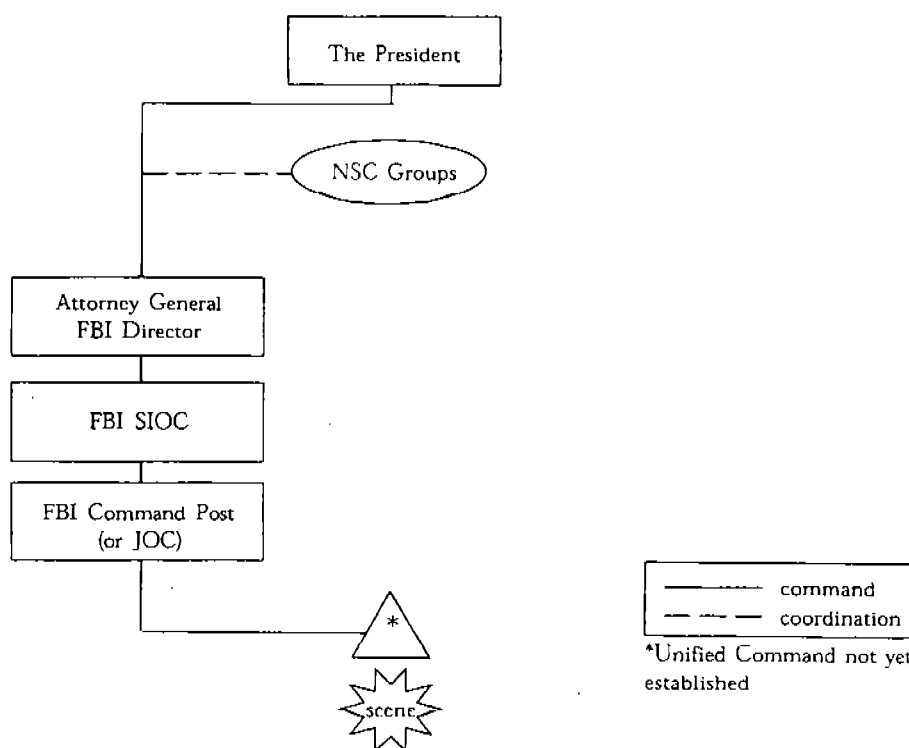
5. The detonation of an explosive device, utilization of a WMD, or other destructive event, with or without warning, that results in substantial injury or death (e.g., "**major consequences/federal consequence management response**").

(b) The FBI notifies FEMA and other Federal agencies providing direct support to the FBI of a credible threat of terrorism. The FBI initiates a threat assessment process that involves close coordination with Federal agencies with technical expertise, in order to determine the viability of the threat from a technical as well as tactical and behavioral standpoints.

(c) The FBI provides the initial notification to law enforcement authorities within the affected state of a threat or occurrence that the FBI confirms as an act of terrorism.

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(d) If warranted, the FBI implements an FBI response and simultaneously advises the U.S. Attorney General, who notifies the President and NSC as warranted, that a Federal crisis management response is required. If authorized, the FBI activates multi-agency crisis management structures at FBI headquarters, the responsible FBI Field Office, and the incident scene (see figure 2). Federal agencies requested by the FBI, including FEMA, will deploy a representative(s) to the FBI headquarters Strategic Information and Operations Center (SIOC) and take other actions as necessary and appropriate to support crisis management. *(The FBI provides guidance on the crisis management response in the Nuclear Incident Contingency Plan and the Chemical/Biological Incident Contingency Plan).*

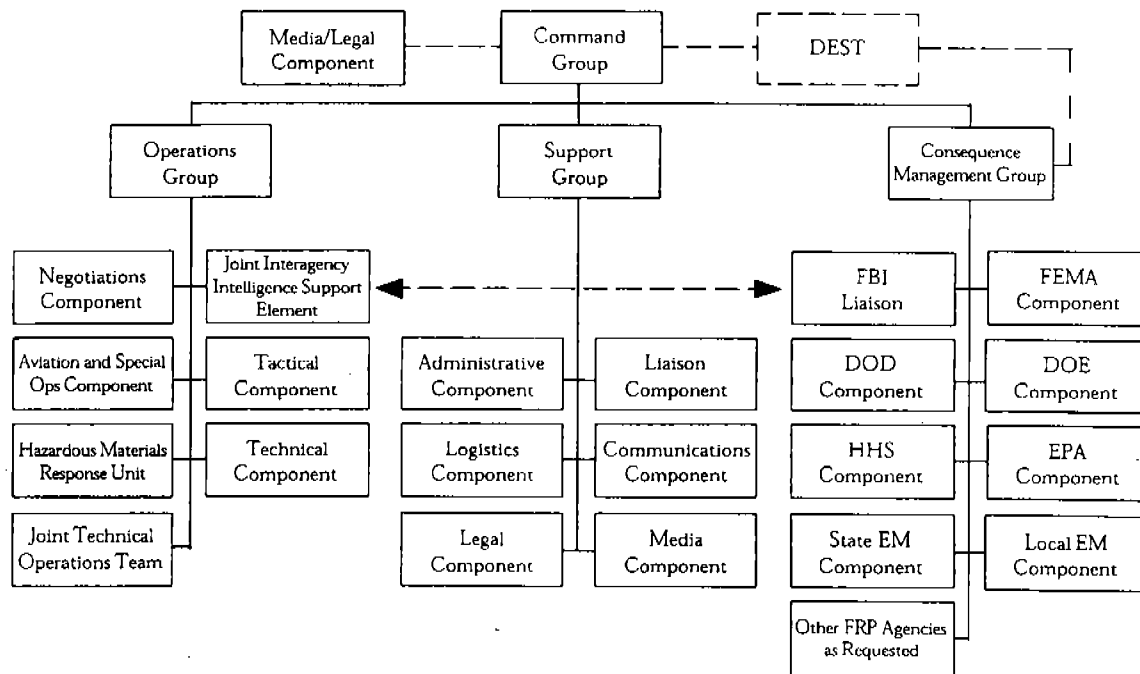


**Figure 2 - Crisis Management Structures**

(e) If the threat involves NBC/WMD, the FBI Director may recommend to the U.S. Attorney General, who notifies the President and NSC as warranted, to deploy a Domestic Emergency Support Team (DEST). The mission of the DEST is to provide expert advice and assistance to the FBI On-Scene Commander (OSC) related to the capabilities of the DEST agencies and to coordinate follow-on response assets. When a Joint Operations Center (JOC) is formed, DEST components merge into the JOC structure as appropriate. *(The FBI provides guidance on the DEST in the PDD-39 Domestic Deployment Guidelines).*

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(f) During crisis management, the FBI coordinates closely with local law enforcement authorities to provide a successful law enforcement resolution to the incident. The FBI also coordinates with other federal authorities, including FEMA. The FBI Field Office responsible for the incident site modifies its command post to function as a JOC and establishes a Joint Information Center (JIC). The JOC structure includes the following standard groups: Command, Operations, Support, and Consequence Management. Representation within the JOC includes federal, state, and local agencies with roles in consequence management. FEMA notifies federal, state, and local consequence management agencies (selected by the FBI OSC) and requests that they deploy representatives to the JOC. Selected federal, state, and local consequence management agencies may be requested to serve in the JOC Command Group, the JOC Support Group/Media component, and the JOC Consequence Management Group (see figure 3).



**Figure 3 - FBI Joint Operations Center Structure**

(g) A FEMA representative coordinates the actions of the JOC Consequence Management Group, expedites activation of a Federal consequence management response should it become necessary, and works with a FBI representative who serves as the liaison between the group and the FBI OSC. The JOC Consequence Management Group monitors the crisis management response in order to advise on decisions that may have implications for consequence management, and to provide continuity should a transition to a federal consequence management response become necessary.

## (2) Consequence Management



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## (a) Pre-Release

1. FEMA receives initial notification from the FBI of a credible threat of terrorism. Based on the circumstances, FEMA Headquarters and the responsible FEMA region(s) may implement a standard procedure to alert involved FEMA officials and Federal agencies supporting consequence management.

2. FEMA deploys representatives with the DEST and deploys additional staff for the JOC, as required, in order to provide support to the FBI regarding consequence management. FEMA determines the appropriate agencies to staff the JOC Consequence Management Group and advises the FBI. With FBI concurrence, FEMA notifies consequence management agencies to request that they deploy representatives to the JOC. Representatives may be requested for the JOC Command Group, the JOC Consequence Management Group, and the JIC.

3. When warranted, FEMA will consult immediately with the Governor's office and the White House in order to determine if Federal assistance is required and if FEMA is permitted to use authorities of the Robert T. Stafford Disaster Relief and Emergency Assistance Act to mission-assign Federal consequence management agencies to pre-deploy assets to lessen or avert the threat of a catastrophe. These actions will involve appropriate notification and coordination with the FBI, as the overall LFA.

4. FEMA Headquarters may activate an Emergency Support Team (EST) and may convene an executive-level meeting of the Catastrophic Disaster Response Group (CDRG). When FEMA activates the EST, FEMA will request FBI Headquarters to provide liaison. The responsible FEMA region(s) may activate a Regional Operations Center (ROC) and deploy a representative(s) to the affected State(s). When the responsible FEMA region(s) activates a ROC, the region(s) will notify the responsible FBI Field Office(s) to request a liaison.

## (b) Post-Release

1. If an incident involves a transition from joint (crisis/consequence) response to a threat of terrorism to joint response to an act of terrorism, then consequence management agencies providing advice and assistance at the JOC pre-release will reduce their presence at the JOC post-release as necessary to fulfill their consequence management responsibilities. The Senior FEMA Official and staff will remain at the JOC until the FBI and FEMA agree that liaison is no longer required.

2. If an incident occurs without warning that produces major consequences and appears to be caused by an act of terrorism, then FEMA and the FBI will initiate consequence management and crisis management actions concurrently. FEMA will consult

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immediately with the Governor's office and the White House to determine if Federal assistance is required and if FEMA is permitted to use the authorities of the Stafford Act to mission-assign Federal agencies to support consequence management response. If the President directs FEMA to implement a Federal consequence management response, then FEMA will support the FBI as required and will lead a concurrent Federal consequence management response (see figure 4).

3. The overall LFA (either the FBI or FEMA when the Attorney General transfers the overall LFA role to FEMA) will establish a Joint Information Center in the field, under the operational control of the overall LFA's Public Information officer, as the focal point for the coordination and provision of information to the public and media concerning the Federal response to the emergency. Throughout the response, agencies will continue to coordinate incident-related information through the JIC. FEMA and the FBI will ensure that appropriate spokespersons provide information concerning the crisis management and consequence management responses. Before a JIC is activated, public affairs offices of responding Federal agencies will coordinate the release of information through the FBI SIOC.

4. During the consequence management response, the FBI provides liaison to either the ROC Director or the Federal Coordinating Officer (FCO) in the field, and a liaison to the EST Director at FEMA Headquarters. While the ROC Director or FCO retains authority to make Federal consequence management decisions at all times, operational decisions are made cooperatively to the greatest extent possible.

5. As described previously, resolution of conflicts between the crisis management and consequence management responses will be provided by the Senior FEMA Official and the FBI OSC at the JOC or, as necessary, will be obtained from higher authority. Operational reports will continue to be exchanged. The FBI liaisons will remain at the EST and the ROC or DFO until FEMA and the FBI agree that a liaison is no longer required.

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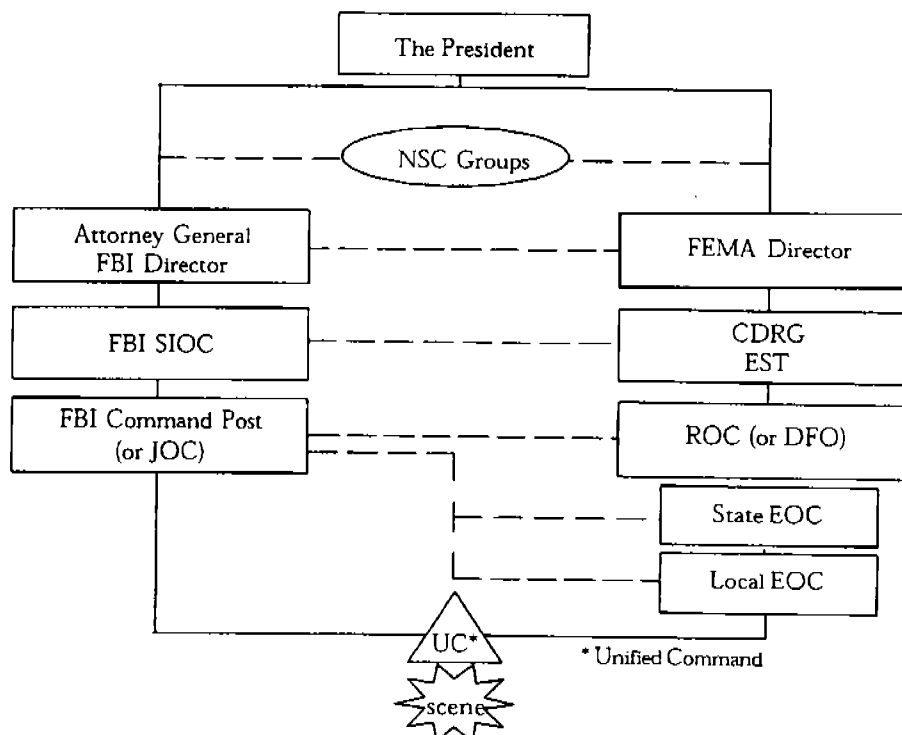


Figure 4 - Coordination Relationships

## (d) Disengagement

1. If an act of terrorism does not occur, the consequence management response disengages when the FEMA Director, in consultation with the FBI Director, directs FEMA Headquarters and the responsible region(s) to issue a cancellation notification by standard procedure to appropriate FEMA officials and FRP agencies. FRP agencies disengage according to standard procedure.

2. If an act of terrorism occurs that results in major consequences, each FRP component (the EST, the CDRG, ROC, and DFO, if necessary) disengages at the appropriate time according to standard procedure. Following FRP disengagement, operations by individual Federal agencies or by multiple Federal agencies under other Federal plans may continue, in order to support the affected State and local governments with long-term hazard monitoring, environmental decontamination, and site restoration (cleanup).

## d. Responsibilities

(1) Department of Justice. PDD-39 validates and reaffirms existing lead agency responsibilities for all facets of the U.S. counterterrorism effort. The Department of Justice is designated as the overall LFA for threats of acts of terrorism that take place within the United States until the Attorney General transfers the

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overall LFA role to FEMA. The Department of Justice delegates this overall LFA role to the FBI for the operational response. On behalf of the Department of Justice, the FBI will:

(a) Consult with and advise the White House, through the Attorney General, on policy matters concerning the overall response;

(b) Designate and establish a JOC in the field;

(c) Appoint an FBI OSC to manage and coordinate the Federal operational response (crisis management and consequence management). As necessary, the FBI OSC will convene and chair meetings of operational decision makers representing lead State and local crisis management agencies, FEMA, and lead State and local consequence management agencies in order to provide an initial assessment of the situation, develop an action plan, monitor and update operational priorities, and ensure that the overall response (crisis management and consequence management) is consistent with U.S. law and achieves the policy objectives outlined in PDD-39. The FBI and FEMA may involve supporting Federal agencies as necessary; and

(d) Issue and track the status of actions assigned by the overall LFA.

(2) Federal Bureau of Investigation. Under PDD-39, the FBI supports the overall LFA by operating as the lead agency for crisis management. The FBI will:

(a) Determine when a threat of an act of terrorism warrants consultation with the White House, through the Attorney General;

(b) Advise the White House, through the Attorney General, when the FBI requires assistance for a Federal crisis management response, in accordance with the PDD-39 Domestic Deployment Guidelines;

(c) Work with FEMA to establish and operate a JIC in the field as the focal point for information to the public and the media concerning the Federal response to the emergency;

(d) Establish the primary Federal operations centers for the crisis management response in the field and Washington, DC;

(e) Appoint an FBI OSC (or subordinate official) to manage and coordinate the crisis management response. Within this role, the FBI OSC will convene meetings with operational decision makers representing Federal, State, and local law enforcement and technical support agencies, as appropriate, to formulate incident actions plans, define priorities, review status, resolve conflicts, identify issues

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that require decisions from higher authorities, and evaluate the need for additional resources;

(f) Issue and track the status of crisis management actions assigned by the FBI; and

(g) Designate appropriate liaison and advisory personnel to support FEMA.

(3) Federal Emergency Management Agency. Under PDD-39, FEMA supports the overall LFA by operating as the lead agency for consequence management until the overall LFA role is transferred to FEMA. FEMA will:

(a) Determine when consequences are "imminent" for the purposes of the Stafford Act;

(b) Consult with the Governor's office and the White House to determine if a Federal consequence management response is required and if FEMA is directed to use Stafford Act authorities. This process will involve appropriate notification and coordination with the FBI, as the overall LFA;

(c) Work with the FBI to establish and operate a JIC in the field as the focal point for information to the public and the media concerning the Federal response to the emergency;

(d) Establish the primary Federal operations centers for consequence management in the field and Washington, DC;

(e) Appoint a ROC Director or FCO to manage and coordinate the Federal consequence management response in support of State and local governments. In coordination with the FBI, the ROC Director or FCO will convene meetings with decision makers of Federal, State, and local emergency management and technical support agencies, as appropriate, to formulate incident action plans, define priorities, review status, resolve conflicts, identify issues that require decisions from higher authorities, and evaluate the need for additional resources;

(f) Issue and track the status of consequence management actions assigned by FEMA; and

(g) Designate appropriate liaison and advisory personnel to support the FBI.

(4) Federal Agencies Supporting Technical Operations

(a) Department of Defense. As directed in PDD-39, DOD will activate technical operations capabilities to support the Federal response to threats or acts of NBC/WMD terrorism. As required under

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the Constitution and laws of the United States, DOD will coordinate military operations within the United States with the appropriate civilian lead agency(ies) for the technical operations.

1. Military Authority: Upon notification of Presidential approval to use military force, the Attorney General will advise the Director of the FBI, who will notify the SAC at the terrorist incident scene. The Attorney General will also notify the Secretary of Defense, who will advise the military commander. The military commander and the SAC will coordinate the transfer of operational control to the military commander. Responsibility for the tactical phase of the operation is transferred to military authority when the SAC relinquishes command and control of the operation and on-site military commander accepts it. However, the SAC may revoke the military force commitment at any time before the assault phase, if the SAC determines that military intervention is no longer required, and the military commander agrees that a withdrawal can be accomplished without seriously endangering the safety of military personnel or others involved in the operation. When the military commander determines that the operation is complete and military personnel are no longer in danger, command and control will be promptly returned to the SAC. For the military planner in the United States, its territories, and its possessions, this relationship between the DOJ and DOD require the development of local memorandums of understanding between the installation and the appropriate local FBI office to preclude confusion in the event of an incident. Because of military turnover and reorganization, these local agreements should be reviewed and tested annually.

2. Military Installation Commander's Responsibilities for Domestic Incidents: Although the FBI has primary law enforcement responsibility for terrorist incidents in the United States (including its possessions and territories), installation commanders are responsible for maintaining law and order on military installations. Plans should address the use of security forces to isolate, contain, and neutralize a terrorist incident within the capability of installation resources. In the United States, installation commanders will provide the initial and immediate responses to any incident occurring on military installations to isolate and contain the incident. When responding to a terrorist incident the FBI takes the following steps:

a. The senior FBI official will establish liaison with the command center at the installation. If the FBI assumes jurisdiction, the FBI official will coordinate the use of FBI assets to assist in resolving the situation (e.g., hostage rescue team, public affairs assets).

b. If the FBI assumes jurisdiction, the Attorney General will assume primary responsibility for coordinating the Federal law enforcement response.

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c. If the FBI declines jurisdiction, the senior military commander will take action to resolve the incident.

d. Even if the FBI assumes jurisdiction, the military commander will take immediate actions as dictated by the situation to prevent loss of life or to mitigate property damage before the FBI and/or local response forces arrive.

e. In all cases, command of military elements remains within military channels.

f. Response plans with the FBI, local agencies and Service agencies should be exercised annually at the installation and base level to ensure that the plans remain appropriate.

(b) Department of Energy. As directed in PDD-39, the Department of Energy (DOE) will activate technical operations capabilities to support the Federal response to threats or acts of WMD terrorism. In addition, the FBI has concluded formal agreements with potential LFAs of the Federal Radiological Emergency Response Plan (FRERP) that provide for interface, coordination, and technical assistance in support of the FBI's mission. If the FRERP is implemented concurrently with the FRP:

1. The Federal On-Scene Commander under the FRERP will coordinate the FRERP response with FEMA official (either the ROC Director or the FCO), who is responsible under PDD-39 for coordination of all Federal support to State and local governments.

2. The FRERP response may include on-site management, radiological monitoring and assessment, development of Federal protective action recommendations, and provision of information on the radiological response to the public, the White House, Members of Congress, and foreign governments. The LFA of the FRERP will serve as the primary Federal source of information regarding on-site radiological conditions and off-site radiological effects.

3. The LFA of the FRERP will issue taskings that draw upon funding from the responding FRERP agencies.

(c) Department of Health and Human Services. As directed in PDD-39, the Department of Health and Human Services (HHS) will activate technical operations to support the Federal response to threats or acts of WMD terrorism. HHS may coordinate with individual agencies identified in the HHS Health and Medical Services Support Plan for the Federal Response to acts of Chemical/Biological (C/B) terrorism, to use the structure, relationships, and capabilities described in the HHS plan to support response operations. If the HHS plan is implemented:

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1. The HHS on-scene representative will coordinate, through the ESF #8 - Health and Medical Services Leader, the HHS plan response with the FEMA official (either the ROC Director or the FCO), who is responsible under PDD-39 for on-scene coordination of all Federal support to State and local governments.

2. The HHS plan response may include threat assessment, consultation, agent identification, epidemiological investigation, hazard detection and reduction, decontamination, public health support, medical support, and pharmaceutical support operations.

3. HHS will issue taskings that draw upon funding from the responding HHS plan agencies.

(d) Environmental Protection Agency. As directed in PDD-39, the Environmental Protection Agency (EPA) will activate technical operations capabilities to support the Federal response to acts of WMD terrorism. EPA may coordinate with individual agencies identified in the National Oil and Hazardous Substances Pollution Contingency Plan (NCP) to use the structure, relationships, and capabilities of the National Response System as described in the NCP to support response operations. If the NCP is implemented:

1. The Hazardous Materials On-Scene Coordinator under the NCP will coordinate, through the ESF #10 - Hazardous Materials Chair, the NCP response with the FEMA official (either the ROC director or the FCO), who is responsible under PDD-39 for on-scene coordination of all Federal support to State and local governments.

2. The NCP response will include threat assessment, consultation, agent identification, hazard detection and reduction, environmental monitoring, decontamination, and long-term site restoration (environmental cleanup) operations.

(5) Other Federal Agencies Providing Emergency Support Functions (ESFs). To facilitate federal assistance, the Federal Response Plan uses a functional approach to group the types of federal assistance, which a state is most likely to need under twelve Emergency Support Functions (ESFs). Each ESF is headed by a "Primary Agency," selected based on its responsibilities, resources, and capabilities in the particular functional area. Other agencies are designated as "Support Agencies" for one or more ESFs based on their resources and capabilities to support the functional area. The twelve ESFs serve as the primary mechanism through which federal response is provided to assist the state in meeting response requirements (see figure 5).



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#	1	2	3	4	5	6	7	8	9	10	11	12
ESF Agency	Transportation	Communications	Public Works and Engineering	Firefighting	Information and Planning	Mass Care	Resource Support	Health and Medical Services	Urban Search and Rescue	Hazardous Materials	Food	Energy
USDA	S	S	S	P	S	S	S	S	S	S	P	S
DOC		S	S	S	S		S			S		
DOD	S	S	P	S	S	S	S	S	S	S	S	S
DOEd					S							
DOE					S		S	S		S		P
HHS			S		S	S		P	S	S	S	
HUD						S						
DOI		S	S	S	S					S		S
DOJ					S			S	S	S		
DOL			S				S		S	S		
DOS	S									S		S
DOT	P				S		S	S		S		S
TREAS	S				S		S					
VA			S			S	S	S				
AID								S	S			
ARC					S	P		S			S	
EPA			S	S	S			S		P	S	
FCC		S										
FEMA	S	S		S	P	S	S	S	P		S	
GSA	S	S			S	S	P	S			S	
NASA					S		S		S			
NCS		P			S		S	S				S
NRC					S					S		S
OPM							S					
SBA					S							
TVA	S		S									S
USPS	S					S		S				

P	= Primary Agency: Responsible for Coordination of the ESF
S	= Support Agency: Responsible for Supporting the Primary Agency

*Figure 5 - Emergency Support Function Designation Matrix*



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APPENDIX 8 TO ANNEX EWEAPONS OF MASS DESTRUCTION (WMD)  
OPERATIONAL RESPONSE PROCEDURES AND CHECKLISTS

- Ref: (a) DOD Directive 3150.8, DOD Response to Radiological Accidents  
 (b) OPNAVINST 3440.15A, Department of the Navy Nuclear Weapon Accident Response Management  
 (c) CINCLANTFLT OPOD 2000-97, Nuclear Accident/Incident Response Procedures (Tab C to App 1 to Annex C)  
 (d) COMNAVBASENORVAINST 3440.23A, Assignment of Tasks and Responsibilities for COMNAVBASE Norfolk Regional Nuclear Weapon Accident/Incident Response  
 (e) NAVFACINST 3440.17B, Chemical, Biological, and Radiological Warfare Defense (CBR-D) Material and Equipment Allowance for Naval Shore Activities  
 (f) DODINST 5100.52M, Nuclear Weapon Accident Response Procedures (NARP) Manual  
 (g) DSWA 5100.52.1L, Nuclear Accident Response Capability Listing  
 (h) NTP X-00 8201A Addendum 1  
 (i) SE700-AA-MAN-420/RADIAC  
 (j) NAVFAC P-462 (CHG 1), NBC Contamination Avoidance  
 (k) NAVFAC P-463, Chemical/Biological Mask  
 (l) NAVFAC P-464, NBC Protection  
 (m) NAVMEDCOMINST 6470.10, Initial Management of Irradiated or Radioactively Contaminated Personnel  
 (n) FBI Weapons of Mass Destruction Incident Contingency Plan (WMDICP)

1. General. This Annex provides specific response guidance, procedures and checklists for the initial response phase of a WMD incident. The initial response phase for a WMD incident begins with site management and ends with the removal of ambulatory victims from the hazard area and the decontamination of mass casualties and First Responder personnel. The Incident Commander (IC) will be in command of the incident site/scene until relieved by another IC, the Initial Response Force (IRF) commander, or when directed by the RPA to terminate operations.

The following checklists have been developed to provide guidance in responding to WMD incidents and are provided at the end of this Appendix:

- Installation Commander's Checklist for Terrorist or WMD Incidents
- Command Duty Officer Checklist for Chemical or Biological Incident
- Operations Checklist for Chemical or Biological Incident

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- Fire Department Checklist for Chemical or Biological Incident
- Security Checklist for Chemical or Biological Incident
- Recovery Operations Checklist for Chemical or Biological Incident
- Self-Assessment for Weapons of Mass Destruction for Commanding Officers

2. Specific Tasking. The following tasking shall apply for WMD incidents:

a. Commander, Navy Region, Mid-Atlantic, or designee is the head of the Crisis Response Force and Crisis Management teams and will:

(1) Be responsible for the overall command and control during any biological or chemical attack.

(2) Be the final authority for all actions.

(3) Review all plans that will impact upon the crisis incident.

(4) Authorize all actions of:

(a) Implementation of threat conditions.

(b) Rules of engagement.

(c) Release of information to the media and to outside agencies.

(d) Request for other military, Federal, or civilian support agencies.

(5) Keep accurate account of actions occurring by use of Commanders Checklist for Terrorist or WMD incidents.

(6) Ensure coordination of all Crisis Management Team personnel.

(7) Establish communication between COMNAVREG MIDLANT and higher headquarters for initial and continuous incident reporting.

(8) Provide Navy liaison to Joint Operations Center (JOC) and Joint Information Center (JIC) as required.

(a) COMNAVREG MIDLANT Command Duty Officer (CDO), when notified will follow procedures found in the Crisis Response Plan, COMNAVBASENORVAINST 5530.5.

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b. COMNAVREG MIDLANT Operations Officer will:

(1) Follow procedures found in Crisis Response Plan, COMNAVBASENORVAINST 5530.5.

(2) Provide Disaster Preparedness representative for on-site assistance, as required.

(3) Participate as a member of the Crisis Management Team (CMT) and provide information on support units as listed in the Operations Checklist for Chemical or Biological Incident.

(4) Update the names/phone numbers on checklist every month.

c. Regional Fire Department, when notified will:

(1) Respond to the scene and assume duties of incident commander.

(2) Provide information/recommendations to on-scene commander and the Crisis Management Team.

(3) Provide recommendations to on-scene commander and Crisis Management Team using Fire Department Checklist for Chemical or Biological Incidents.

(4) Determine if outside support is required and request CMT to activate such request.

(5) Provide for containment of decon water runoff.

d. Regional Security Department, when notified will:

(1) Provide initial security response to an incident.

(2) Provide for support to the Incident and On-scene Commanders as outlined in the Security Department Checklist for Biological or Chemical Incident.

e. Explosive Ordnance Disposal Unit (EOD), when notified will:

(1) Provide initial response for identification of possible chemical or biological incident.

(2) Provide information to and assist Incident and On-scene Commanders with Crisis Management of incident site.

(3) Conduct render safe procedures for chemical ordinance items.

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(4) As much as possible, contain undissiminated agents.

(5) Conduct area search for secondary devices.

(6) Provide technical assistance to other responding units as required and act as CMT representative to these units.

f. Naval Criminal Investigative Service (NCIS), when notified will:

(1) Provide up-to-date intelligence and threat assessments to the Crisis Management Team including assessments of terrorist intentions for any further action.

(2) Provide liaison between the command, FBI, and other law enforcement agencies for the purpose of data collection and obtaining of evidence.

(3) If necessary, provide an NCIS representative to the OPCON to act as the principal advisor to the Commander regarding intelligence and threat matters.

g. Federal Bureau of Investigation (FBI), when notified will:

(1) Become the lead Federal agency for overall authority over the incident.

(2) Provide coordination between Federal and state agencies, if required.

(3) Provide access to specialized units and requests for the same.

(4) Establish Joint Operations Center (JOC) and Strategic Information and Operations Center (SIOC), as required.

(5) Follow procedures and provide support units as set forth in the Weapons of Mass Destruction Incident Contingency Plan.

h. Technical Escort Unit, SBCCOM, U.S. Army, when notified through proper channels will:

(1) Provide team to assist in identifying possible chemical and biological substances.

(2) Recommend procedures for decontamination of personnel and contaminated area.

(3) Assist personnel in ensuring proper equipment is worn and undressing procedures.

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(4) Inspect personnel and equipment leaving area to be sure they are decontaminated.

(5) Provide assistance in determining the area of contamination.

i. Marine CBIRF Unit, when notified will:

(1) Provide advance team of specialists to advise and assist in assessment of contamination and area of contamination.

(2) Provide assistance in setting up decontamination areas and decontamination of personnel, if requested.

(3) Provide guidance in initial treatment of contaminated personnel.

(4) Provide for security of the contaminated area.

(5) Provide security team for hostage rescue, if required.

j. Portsmouth Naval Medical Hospital, when notified will:

(1) Provide psychiatrist and psychologist to assist COMNAVREG MIDLANT and NCIS, as required.

(2) Ensure that medical clinics are prepared to provide all necessary medical services during and after incident.

(3) Ensure appropriate medical personnel are on standby.

(4) Institute emergency procedures found in Emergency Preparedness and Recovery Plan, NAVMEDCENPTSVAINST 3440.2D.

(5) Act as command agent to coordinate incident consequences with local area hospitals.

(6) Establish tracking of casualties and maintenance of medical records.

k. Naval Environmental and Preventative Medicine Unit Two (EPMU-2), when notified will:

(1) Provide on-site risk assessments of incident and information on personnel protection equipment.

(2) Collect agent samples and provide advice on biological/chemical agents.

(3) Provide toxicologist to incident site, if required.

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1. Virginia Department of Emergency Services (VDES), Richmond, VA, when requested will:

(1) Provide local representative at incident to act as liaison between installation and state agencies.

(2) Activate Regional HAZMAT Team for incident response, if required.

(3) Activate local emergency units for incident response, if required.

m. Public Affairs Officer, when notified will:

(1) Follow procedures set forth in the Crisis Response Plan, COMNAVBASENORVAINST 5530.5.

(2) Establish liaison with FBI PAO and provide representative to the Strategic Information Operations Center (SIOC), if required.

(3) Have media center ready for operations.

(4) Coordinate media access to the incident site.

n. COMNAVREG MIDLANT Emergency Communication Center (ECC), when notified will:

(1) Follow procedures found in the Crisis Response Plan, COMNAVBASENORVAINST 5530.5.

(2) Provide on-site communication assets, if required.

o. Local Fire and Emergency Units, under mutual aid agreements, when requested will:

(1) Provide local emergency response personnel to incident scene.

(2) Provide fire equipment for expanded decontamination of personnel.

(3) Provide other assistance as requested and agreed upon by both parties and in accordance with Federal guidelines.

p. Federal Emergency Management Agency (FEMA), when notified will:

(1) Support the FBI with the planning and execution of functions undertaken to respond to the consequences of a biological or chemical attack.



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(1) Lead government's efforts through consequences of a biological or chemical attack.

(2) Act as liaison between local and state agencies and installation commander in incident support.

(3) Designate appropriate liaison and advisory personnel for the Strategic Information Operations Center (SIOC).

q. Naval Atlantic Meteorology and Oceanography Center, when notified will:

(1) Provide up-to-date weather conditions.

(2) Provide for wind direction and projections of wind directions during incident.

r. Public Works Department, when notified will:

(1) Provide transportation support to incident site.

(2) Issue replacement items as required.

(3) Provide power source to incident site and back-up source, if required.

(4) Provide emergency clearance of debris for passage of emergency personnel/equipment.

(5) Assist with HAZMAT containment.

s. Auxiliary Security Forces when notified will come under operational control of Commander, Navy Region Mid-Atlantic, and will follow procedures outlined in COMNAVBASENORVAINST 5530.5.

3. Site/Scene Responsibilities and Guidance. The following addresses responsibilities and provides guidance with respect to response personnel at the site/scene of the WMD incident.

a. Incident Commander. The IC is that individual at the incident site who is in charge of initial response efforts. Initially the IC will usually be the ranking member of the Fire Department (e.g., Fire Battalion Chief, Fire Chief). The IC may be relieved ONLY by direct order of his/her chain-of-command, the base Commanding Officer where the incident site is located, or the RPA. Command responsibilities of the IC include the following:

(1) Site/Scene Safety. The IC must ensure that First Responders do not become casualties and that the site/scene does not become more chaotic. The IC must be fully aware of the factors influencing the usefulness of full protective clothing (i.e., Chemical

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Hazard Symbol #1 Suit or Civilian Equivalent Level A Suit). Suit considerations include:

- (a) Training and physical condition of wearer.
- (b) Self-contained breathing apparatus (SCBA) capacity.
- (c) Compatibility and integrity of suit.
- (d) Lack of peripheral vision.
- (e) Lens fogging.
- (f) Dexterity.
- (g) In-suit communications.
- (h) Donning time.
- (i) Suit escape time.
- (j) Work area environmental conditions.

In an NBC terrorism incident the IC must constantly remind First Responders to wear personal protective equipment and use SCBA. The IC should have his/her SCBA on and ready for use in the event of a sudden change in wind direction.

Initially, everyone entering the Hot Zone must wear the appropriate level of personal protective equipment (PPE). For an NBC incident where the specific hazard is not identified, this level of PPE is Chemical Hazard Symbol #1 (Civilian Equivalent Level A Suit and SCBA). To adjust from this highest level of protection, the hazard must be accurately identified by the use of advanced detection equipment.

(2) Crew Rotation and Rehabilitation. The IC must remember that PPE used in an NBC response is heavy, cumbersome, decreases mobility and dexterity, lessens visual and audio acuity, and increases physical exertion. As a consequence, the performance of First Responder personnel may decrease due to increased fatigue levels and physical and psychological stress. The IC needs to develop a plan for crew rotation and rehabilitation, and consideration should be given to the recall of off-duty personnel to implement this crew rotation/rehabilitation plan early during the response effort.

(3) Secondary Devices. In addition to the hazards that exist in typical hazardous material (HAZMAT) incidents, NBC terrorism incidents may include secondary devices which are designed and intended to maim or kill First Responders. The IC must consider that a secondary device may be present, and should consider sending an EOD

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Team or Bomb Squad with the First Responders HAZMAT Team. Additionally, the IC must consider the potential effects and consequences of secondary devices when organizing and executing response site efforts.

(4) Weather Conditions. The toxicity and effects of NBC agents makes for a greater downwind hazard than a typical HAZMAT situation. Therefore, the IC must monitor local weather conditions, obtain fleet and national weather service forecast information (COMNAVREG MIDLANT OPCON will assist), stay fully aware of wind direction/speed, and be prepared to react to significant weather changes. The IC must consider the following:

(a) What would happen if the Incident Command Post (ICP), or other facilities critical to the response effort, needed to move?

(b) What are the consequences of a shift in the wind direction?

(c) How will weather changes affect the management of the incident?

(d) How will control of the incident site/scene be maintained while the ICP is moving to a safe location?

(e) How will victims, law enforcement personnel, and First Responders be protected from downwind hazards in the case of a wind shift?

(f) How will rain affect the incident site/scene and the spread of contamination?

(5) Sheltered-in-Place vs. Evacuation. The IC must decide whether to place victims in locally available shelters or to evacuate the victims away from the immediate incident area. In making this decision the IC must consider:

(a) Wind direction and speed.

(b) Area population size.

(c) Location of hospitals, schools, retirement communities, etc.

(d) Where would people evacuated be taken? By what means would these people be transported? How much time would it take to evacuate the community involved?

(e) What is the relative air tightness of buildings and structures in the area?

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(f) Toxicity of material, volatility, and air movement ambient temperatures are other factors to be considered.

(6) Control Spread of Chemical Agent Vapors. The IC must consider the benefit of using Positive Pressure Ventilation (PPV) or fixed ventilation systems to control the spread of chemical contaminants. Before using PPV to control or dilute chemical vapors, ensure that vapors will not be spread to uncontaminated populated areas. Careful coordination and planning is needed to avoid making the situation worse. Actions to seal doors and windows to prevent forcing hazardous vapor out/in may be required prior to PPV use. Also, when choosing a site for the ICP, PPV or fixed ventilation systems are possibilities for the protection of the ICP.

(7) Airspace Restrictions. The IC must ensure that an airspace restriction is in place early for the affected incident area. This is especially true for helicopters, which can spread contamination by the downdraft from rotor blades. These restrictions must be in place before media networks start covering the incident with news-helicopters and inadvertently make the situation worse.

(8) Triage, Treatment, and Transportation (TTT). The IC must obtain an estimate of the number of casualties in order to determine the resources needed to support the incident.

(a) Alert Hospitals. Alert hospitals of imminent mass casualties, contaminated walk-ins and psychological casualties. Remember that in the Tokyo Sarin incident there were over 5,500 casualties, mostly psychological. Alert clinics and other medical facilities, and Reserve medical units.

(b) Use Buses to Transport Ambulatory Patients. Activate transport systems early into the incident. There needs to be a plan for monitoring buses and other transportation vehicles for contamination during and after the incident.

(c) Consider Bringing Hospital to Patients. Consider the use of portable tents as field hospitals. Field hospitals are probably preferred if there is mass liquid agent contamination. Field hospitals may be required if the number of victims exceeds available hospital space.

(d) Control. The IC needs a plan to provide privacy to patients and to deal with individuals who are not symptomatic and do not want to cooperate. Victims need to be guided to specific areas and those that are uncooperative should be segregated.

(e) Accountability. A system must be in place to account for patient belongings, status of patient decontamination and treatment, as well as tracking patient delivery/transfer to medical facilities. It is important to have a plan or procedure to govern the

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release or non-release of patient belongings to the patients or relatives.

(9) Decontamination of Mass Casualties. The IC must ensure that mass casualty decontamination resources are available. If portable decontamination stations are not available; consideration can be given to arranging fire trucks so as to set up a Mass Casualty Decontamination Corridor (parallel sets of trucks separated by 20-30 feet). The following should be considered:

(a) Pre-Decontamination Areas. Set up a staging area to temporarily control individuals who may need decontamination.

(b) Symptomatic vs. Non-Symptomatic. Separate people who are symptomatic from those who are not. Separate those who will remove their clothes from those who will not. Hose down all contaminated individuals.

(c) Water for Emergency Decontamination. Regular water is adequate for rapid removal of contamination from personnel.

(d) Decontamination Corridors. Based on the estimated number of victims, determine how many decontamination sites are required. If possible, separate First Responder decontamination sites physically and visually from those for victims. Attempt to control runoff or identify the runoff path. Need capability to monitor victims/responders (such as Improved Chemical Agent Monitor (ICAM)) after decontamination. Establish post decontamination staging area for monitoring non-symptomatic victims but do not delay decontamination for monitoring. Need a plan for when, where and how to decontaminate affected equipment.

NOTE: Will need external support (e.g., federal assets) in conducting low level monitoring, detection and identification to verify and certify that the incident site/scene is safe for re-entry, equipment is safe for regular use, and belongings can be returned to victims/relatives.

b. First Responders. The goals of First Responders are: self-protection, prevention of additional casualties, rescue/protect/treat victims, decontaminate exposed victims and minimize spreading of contamination, and preservation of evidence for investigation by law enforcement. First Responders must adhere to the following:

(1) Self-protection is the key to successful response efforts. First Responders cannot become a casualty.

(2) Isolate the area and deny entry except for authorized and protected (proper PPE) personnel.

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(3) Identify the hazard, don proper PPE protection, then save lives, minimize spread of contamination and protect property.

(4) An NBC terrorism incident is a crime scene, therefore, it is very important to preserve evidence in order to prosecute those responsible for the act.

NOTE: First Responders will likely be on their own at the site/scene of the incident for at least several hours before specialized State and Federal resources can respond. As a consequence, timely and accurate communications with the RPA OPCON are essential to ensure the proper coordination and identification of response resources.

4. NBC Guidance for WMD Incident First Responders. The following guidance is provided for WMD terrorist incidents involving NBC.

a. Nuclear and/or Radiological Incident. The problem with radiation is that it is an invisible hazard. Unless the First Responders have adequate radiation detection equipment, or the nuclear/radiological material at issue is clearly marked and identified, there is a strong chance that the initial identification of a radiological or nuclear hazard will go unnoticed. Additionally, there is no single piece of equipment available on the market to meet the requirements of detection of all forms of radiation; however, there are separate detectors for each type of radiation.

For a nuclear and/or radiological incident the primary guidance document is COMNAVBASENORVAINST 3440.23A, reference (d). The following guidance is provided in amplification of reference (d), to further address general concerns that should be considered with respect to First Responders for incidents involving nuclear/radiological material.

(1) If it is known or believed that radioactive material has been released, it should be assumed that personnel and property (e.g., personnel, clothing, equipment, vehicles, buildings, and the ground) might be contaminated.

(2) Experts such as Radiological Safety Officers or DOE experts will be needed to identify the exact nature of the nuclear/radiological material.

(3) If the source of contamination is known, a Contaminated Area Limit and a Radiological Control Line needs to be established.

(4) Prior to establishing a Contaminated Area Limit, a determination will have to be made as to whether the radioactive material is or is not scattered around the area and has or has not contaminated shoes, clothing, uncovered head/arms/legs, vehicles, equipment, and other material in the area.

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(5) Health physicians or radiological safety personnel must make estimates of an individual's radiation exposure doses. This is a matter for experienced radiation monitoring experts. However, all First Responders to a nuclear/radiological incident should ideally be equipped with individual dosimeters so that such experts can measure the amount of exposure.

(6) First Responders will also have to be evaluated for contamination following their participation in the incident. This will involve a complete check of all clothing, vehicles, equipment (police weapons, helmets, radios, medical kits, etc.). A responsible physician should be consulted before release of personnel following completion of the incident response effort.

(7) The rescue of victims is dependent on what type of radioactive material is involved in the incident. The important thing is to remove the victims from the source area. The longer those individuals remain inside the contaminated area, the higher the dose of radiation that will be absorbed.

(a) Alpha particles. As long as first responders have breathing gear protecting their respiratory system the removal of victims would be the same as for any HAZMAT situation.

(b) Beta Particles. Breathing gear is not enough, and Level 1 encapsulating gear will not be enough to work in the source area. Quick in and out to carry or drag victims away from the radioactive source may be the only way to rescue victims.

(c) Gamma, X-Ray and Neutrons. Typical effective shielding materials, such as lead for gamma radiation and hydrogen-containing materials for neutron radiation, are not practical shielding materials for first responders (they are too heavy). The only effective way to decrease the exposure to First Responders is to limit the amount of time in the hazardous environment.

(8) If the presence of nuclear/radiological material is suspected, personnel should not enter the area under any circumstance without respiratory protective equipment. An appropriate action would be to cordon off the suspect area and prevent entry of any personnel until the proper monitoring can be initiated.

b. Biological Incident. Indicators that a WMD incident involving biological agents has taken place, depending on the biological toxin or pathogen, take between 18-36 hours to manifest themselves. If indications are present, they may include:

(1) Unusual numbers of sick or dying people and animals. For example, all the birds that are usually present at outside trash bins are dead; there are no insects, etc.

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(2) Reported illness reflects an unusual or impossible agent for the geographic area or there is an unusual distribution of the disease (i.e., casualties are aligned with the wind direction outdoors).

(3) Unscheduled and unusual spray is disseminated.

(4) Abandoned spray devices, such as chemical sprayers used by landscaping crews.

The most practical method of initiating infection using biological agents is through aerosolization, where fine particles are sprayed over or upwind of a target where the particles may be inhaled. An aerosol may be effective for some time after delivery, as it will be deposited on clothing, equipment and soil. When the clothing is used later, or dust is stirred up, responding personnel may be subject to secondary contamination. Biological agents may be able to use portals of entry into the body other than the respiratory tract. Individuals may be infected by ingestion of contaminated food and water or even by direct contact with the skin or mucous membranes through abraded or broken skin. Thus, the use of protective clothing is essential, along with protection of the respiratory tract through the use of a mask with biological filters or SCBA. Unlike chemical agents, exposure to biological agents may not be immediately apparent. Casualties may occur minutes, hours, days, or even weeks after an incident has occurred. The time required before symptoms are observed is dependent on the agent used. There are currently no effective monitoring devices available for First Responders for use in determining if they are involved in an incident involving biological agents. Often the first clue that biological agents are involved will come from blood tests or other means used by medical personnel, or by observing possible symptoms of people exposed in the area. For additional information on biological agents see reference (e) to Appendix 3 to this Annex, Medical Management of Biological Casualties Handbook (published by the U.S. Army Medical Research Institute of Infectious Diseases, Fort Detrick MD).

c. Chemical Incident. Without advance warning, First Responders may not be aware that they are dealing with a chemical incident. As a result, First Responders may become victims in such an incident. Also, the possible mixing of chemical agents presents an additional concern to First Responders in that it will be difficult to identify which type of chemical agent is being used by the observation of symptoms alone. The following clues may be present that could be indicators that a WMD incident involving chemical agents has taken place:

(1) Unusual numbers of dying animals are present. For example, all the birds that are usually present at or outside trash bins are dead.



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(2) Lack of insect life. If normal insect activity (ground, air, and/or water) is missing, then check the ground/water surface/shoreline for dead insects.

(3) Numerous individuals are experiencing unexplained water-like blisters, wheals (like bee stings), and/or rashes.

(4) Numerous individuals are exhibiting serious health problems ranging from nausea to disorientation to difficulty breathing to convulsions to death. It is apparent that a mass casualty incident exists.

(5) There is a definite pattern of casualties (i.e., the casualties are aligned with the wind direction outdoors). Casualties are distributed in a pattern that may be associated with possible agent dissemination methods (i.e., lower number of ill people working indoors versus outdoors or outdoors versus indoors).

(6) Unusual liquid droplets are present. Numerous surfaces exhibit oily droplets/film; numerous water surfaces have an oily film and there has been no recent rain.

(7) Unscheduled and unusual spray is disseminated.

(8) Abandoned spray devices, such as chemical sprayers used by landscaping crews.

(9) Unexplained odors are present. It is important to note that the particular odor is completely out of character with its surroundings (e.g., the smell of garlic coupled with symptoms is indicative of mustard agent).

(10) Low-lying clouds or fog-like condition exists that is not explained by its surroundings or weather conditions.

(11) Unusual metal debris present. Unexplained bomb/munitions material, especially if it contains a liquid and there has been no recent rain.

For additional information on chemical agents see reference (f) to Appendix 4 to this Annex, Medical Management of Chemical Casualties Handbook (published by the Medical Research Institute of Chemical Defense, Aberdeen Proving Ground MD).

5. Operational Guidance for Confirmed Presence of Biological/Chemical Agents. The confirmed presence of biological/chemical materials at any installation within Commander Navy Region Mid-Atlantic Area of Responsibility (AO) increases both safety considerations and the ability to continue the installation's mission.

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a. Emergency Communications Center (ECC) should try to get the following information:

- (1) Nature of the biological/chemical materials, if known.
- (2) How was the presence confirmed and by whom?
- (3) Exact location of the materials.
- (4) Description of the materials (how packaged, size of container, etc.).
- (5) Condition of the packaged material (is it leaking, etc.).
- (6) Weather conditions at the location of the material.
- (7) Name of person(s) reporting the material.
- (8) Location of initial command post.

b. Notifications: The following commands/units will be notified.

- (1) Installation emergency services (Fire/Police/Medical).
- (2) Explosive Ordnance Disposal Unit (EOD).
- (3) Installation Commanding Officer.
- (4) Commander, Navy Region Mid-Atlantic.
- (5) Public Affairs Officer.
- (6) Other commands/units/agencies as directed by the Crisis Management Team and/or Installation Commander using enclosure (1) of the Operational Response Plan for Biological/Chemical Attack.

c. The Initial responding units will:

- (1) Observe overall area for any signs of release.
- (2) Establish Mobile Command Post greater than 1500 feet, upwind from the location of the materials, if possible. If proposed distance can not be met, then establish it as far as possible.
- (3) Control access to perimeter until Incident Commander or On-Scene Commander arrives.
- (4) Perform other duties outlined in the Operational Response Plan for Biological/Chemical Attack Plan, as required.

d. Fire Department will:

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- (1) Assume duties as the Incident Commander.
- (2) Provide assistance/information to the On-Scene Commander.
- (3) Set up decontamination area in case of material release.
- (4) Establish a Contamination Control Line (CCL) at least 1500 feet from materials. The CCL will contain the entry/exit control points. If necessary, local agencies under the mutual aid agreement will assist.
- (5) Establish the Warm and Hot Zones.
- (6) Determine if evacuation of personnel around the incident site is required.
- (7) Determine and/or recommend outside agencies that are required for assistance. Request the same from the Crisis Management Team.
- (8) Designate an equipment/material staging area to locate agencies/equipment responding to provide assistance. Security personnel will assist in traffic/personnel control.

e. Security Department will:

- (1) Provide for perimeter security.
- (2) Assist the On-Scene and Incident Commanders as required.
- (3) Perform other duties as outlined in the Operational Response Plan for Biological/Chemical Attack, as required.

f. Public Affairs Officer will follow procedures outlined in the Operational Response Plan for Biological/Chemical Attack.

g. Navy Medical Center will:

- (1) Set up treatment area in case of agent release.
- (2) Provide for transportation to other medical facilities as might be required.
- (3) Follow other duties as outlined in the Operational Response Plan for Biological/Chemical Attack, as required.

h. Crisis Management Team (CMT) will follow procedures outlined in the Operational Response Plan for Biological/Chemical Attack, as required.

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i. Explosive Ordinance Disposal Unit (EOD) will follow procedures outlined in the Operational Response plan for Biological/Chemical Attack, as required.

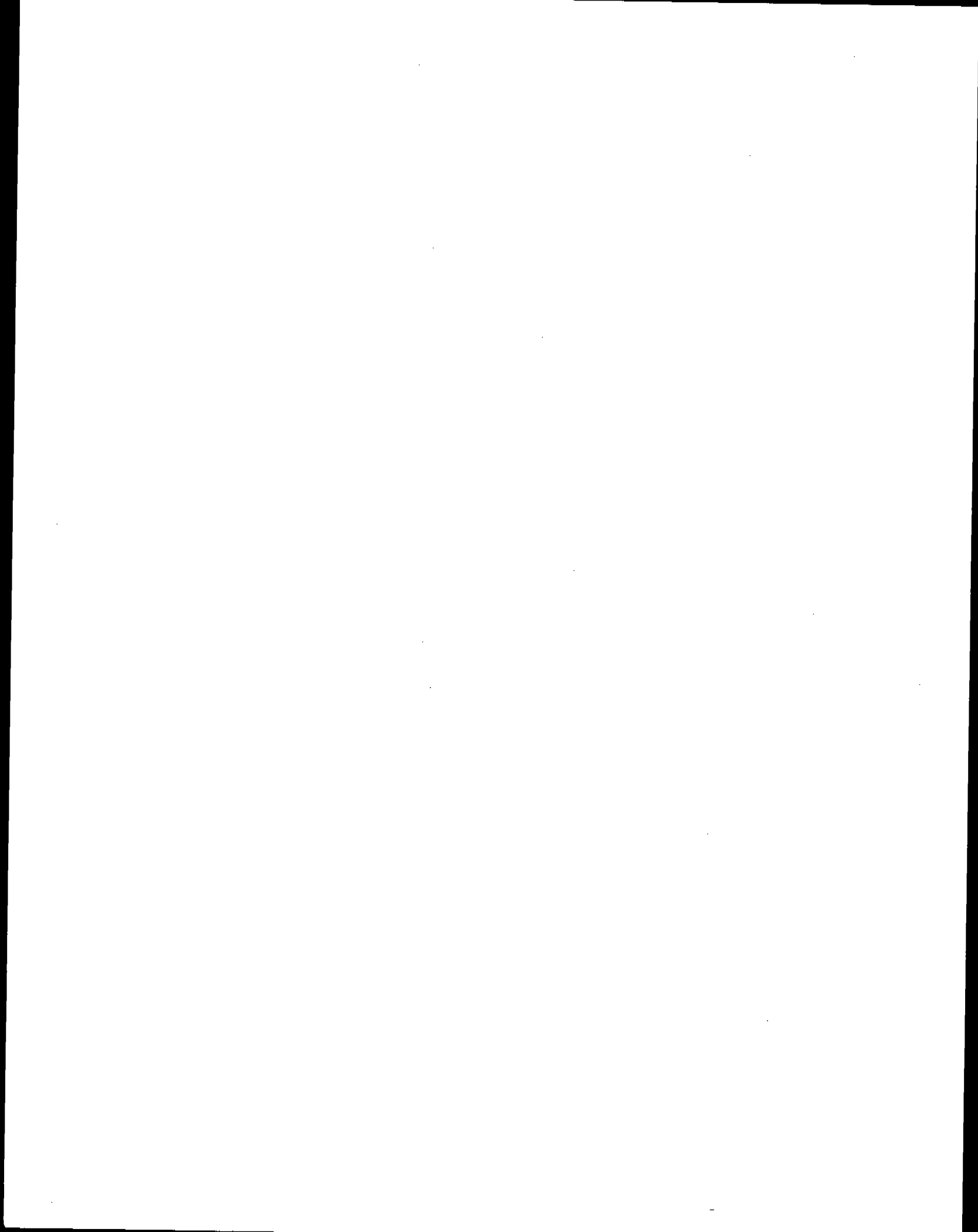
TABS

- A - Installation Commander's Checklist for Terrorist or WMD Incidents
- B - Command Duty Officer Checklist for Chemical or Biological Incident
- C - Operations Checklist for Chemical or Biological Incident
- D - Fire Department Checklist for Chemical or Biological Incident
- E - Security Checklist for Chemical or Biological Incident
- F - Recovery Operations Checklist for Chemical or Biological Incident
- G - Commanding Officer's Weapons of Mass Destruction (WMD) Self Assessment
- H - WMD Response Points of Contact and Phone Numbers

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TAB A TO APPENDIX 8 TO ANNEX E  
INSTALLATION COMMANDER'S CHECKLIST FOR  
TERRORIST OR WMD INCIDENTS

1. NOTIFIED BY: \_\_\_\_\_
2. TIME: \_\_\_\_\_
3. TYPE OF SITUATION: EXPLOSIVE: \_\_\_\_\_ BIOLOGICAL: \_\_\_\_\_ CHEMICAL: \_\_\_\_\_ NUCLEAR: \_\_\_\_\_  
UNKNOWN: \_\_\_\_\_
4. MAGNITUDE: SMALL: \_\_\_\_\_ MEDIUM: \_\_\_\_\_ LARGE: \_\_\_\_\_
5. INJURIES: \_\_\_\_\_ APPROX. NUMBER: \_\_\_\_\_
6. DEATHS: \_\_\_\_\_ APPROX. NUMBER: \_\_\_\_\_
7. PROPERTY DAMAGE: \_\_\_\_\_
8. ON-SCENE COMMANDER: \_\_\_\_\_
9. INCIDENT COMMANDER: \_\_\_\_\_
10. COMMAND POST ESTABLISHED: \_\_\_\_\_
11. RESOURCES COMMITTED: FIRE: \_\_\_\_\_ SECURITY: \_\_\_\_\_ EOD: \_\_\_\_\_ MEDICAL: \_\_\_\_\_
12. RESOURCES REQUIRED: NEPMU-2: \_\_\_\_\_ TECH ESCORT UNIT: \_\_\_\_\_  
CIVILIAN MEDICAL: \_\_\_\_\_ CIVILIAN FIRE: \_\_\_\_\_ CIVILIAN POLICE: \_\_\_\_\_  
OTHER: \_\_\_\_\_
13. CRISIS MANAGEMENT TEAM CONTACTED: N20: \_\_\_\_\_ N30: \_\_\_\_\_ PAO: \_\_\_\_\_ LEGAL: \_\_\_\_\_ DP: \_\_\_\_\_  
AT/FP OFFICER: \_\_\_\_\_ CHAPLAIN: \_\_\_\_\_ OTHER: \_\_\_\_\_
14. BEGIN PERSONAL LOG: TIME: \_\_\_\_\_ RECORDER: \_\_\_\_\_
15. INITIAL CONTACT TO CINCLANTFLT: \_\_\_\_\_ TIME: \_\_\_\_\_  
PERSON CONTACTED: \_\_\_\_\_
16. PUBLIC AFFAIRS OFFICER READY TO GIVE INITIAL INFORMATION TO MEDIA: NAME: \_\_\_\_\_  
TIME: \_\_\_\_\_
17. ESTABLISH CONTACT WITH LOCAL AUTHORITIES: TIME: \_\_\_\_\_  
PERSON CONTACTED: \_\_\_\_\_
18. SET THREATCON, IF NECESSARY: CONDITION: \_\_\_\_\_ TIME: \_\_\_\_\_
19. FEDERAL BUREAU OF INVESTIGATION: TIME NOTIFIED: \_\_\_\_\_ ASSUME COMMAND: \_\_\_\_\_
20. REVIEW CRISIS MANAGEMENT PLAN: \_\_\_\_\_
21. REVIEW LAW/REGULATIONS CONCERNING CIVILIAN ASSISTANCE: \_\_\_\_\_



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TAB B TO APPENDIX 8 TO ANNEX E  
COMMAND DUTY OFFICER CHECK-LIST FOR CHEMICAL OR BIOLOGICAL INCIDENT

<u>ACTION</u>	<u>COMMENTS</u>	<u>TIME</u>
	REPORT OF INCIDENT INCIDENT REPORTED BY ECC OR OTHER MEANS	_____
CONTACT OPERATIONS OFFICER	NOTIFICATION OF INCIDENT TO OPS OFFICER	_____
OPEN OPCON	IF DIRECTED BY OPS OFFICER	_____
CONTACT THE FOLLOWING PERSONNEL:	INITIAL CONTACT OF INCIDENT AND RECALL OF CRISIS MANAGEMENT TEAM	_____
ADMIRAL OR CHIEF OF STAFF		_____
PUBLIC AFFAIRS OFFICER		_____
STAFF CIVIL OFFICER		_____
FORCE PROTECTION OFFICER		_____
DISASTER PREP OFFICER		_____
CONTACT CINCLANTFLT	MAKE INITIAL REPORT TO CINCLANTFLT	_____
	CALL NH-95 OPCON AT 836-5359/5398/ 5397/5349/5449	
DEVELOP SITREP	FIRST INITIAL SITREP READY FOR RELEASE	_____
CONTACT DIRECTOR OF SECURITY AND FIRE CHIEF	AFTER INITIAL REPORTS, ENSURE ECC CONTACTS THESE INDIVIDUALS.	_____

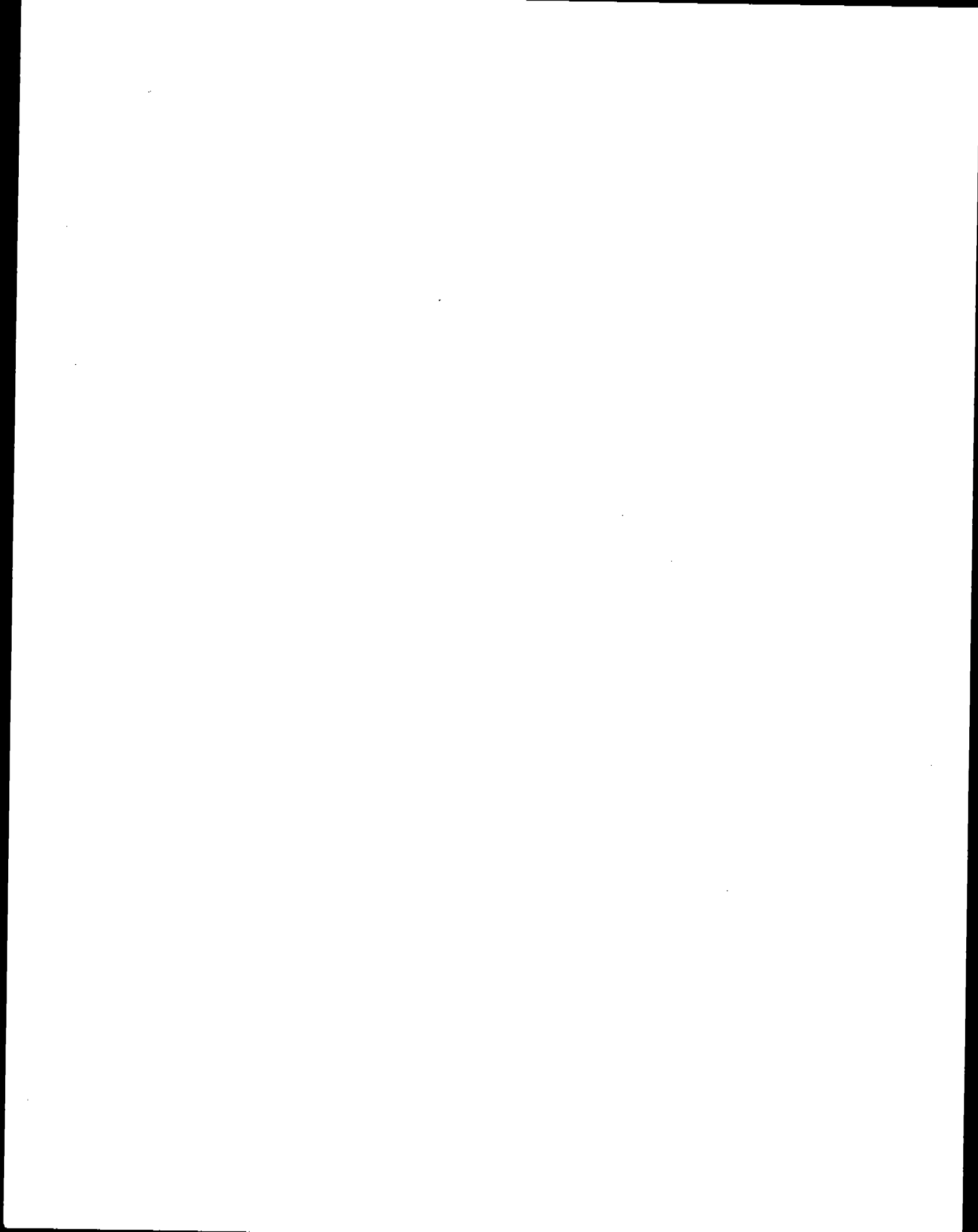




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**TAB C TO APPENDIX 8 TO ANNEX E**  
**OPERATIONS CHECK-LIST FOR CHEMICAL OR BIOLOGICAL INCIDENT**

<u>ACTION</u>	<u>COMMENTS</u>	<u>TIME</u>
INCIDENT IS DECLARED	FIRST EMERGENCY UNITS ON SCENE CONFIRM SITUATION.	_____
OPEN OF OPCON	BASE UPON INFORMATION RECEIVED AND DIRECTION OF N30, 01 OR 00.	_____
	CONTACT EOD FOR RESPONSE; WILL PROVIDE INITIAL DETECTION OF AGENTS AND CONDUCT PROCEDURES TO CONTROL SPREAD OF AGENTS.	_____
REQUEST CBIRF	WILL PROVIDE UNIT TO COMPLETE DECON/RESCUE/SECURITY AT CRISIS SITE. CONTACT USING PHONE LIST IN RESPONSE PLAN. CINCLANTFLT TO CONTACT USJFCOM OPCON.	_____
REQUEST TECH ESCORT UNIT	PROVIDE UNIT FOR SUPPORT OF IDENTIFICATION OF AGENT AND DECON INFORMATION. CONTACT USING PHONE LIST IN RESPONSE PLAN.	_____
CONTACT NCIS	WILL PROVIDE INTERFACE WITH THE FBI, LOCAL, STATE, AND BASE POLICE. HAVE ECC CONTACT AGENT OR USE PHONE LIST.	_____
IF REQUESTED CONTACT FBI	IN ACTS OF TERRORISM THE FBI HAS THE LEAD RESPONSIBILITY FOR INVESTIGATION AND ARE REQUIRED TO TAKE COMMAND OF THE INCIDENT CALL: DUTY AGENT AT 455-0123.	_____
REQUEST NAVY ENVIRONMENTAL	WILL PROVIDE ON-SITE RISK ASSESSMENTS AND DETERMINE LEVEL OF NEPMU-2 RESPONSE REQUIRED TO INCIDENT. USE CONTACTS LISTED IN PHONE LIST OF RESPONSE PLAN.	_____
CONTACT CINCLANTFLT	INITIAL AND UPDATED REPORTS ON THE SITUATION. USE CONTACT LISTED IN RESPONSE PLAN PHONE LIST.	_____
CONTACT STAFF CIVIL	REQUEST FOR BUILDING AND ENVIRONMENTAL CONTROL PLANS. USE CONTACT LISTED IN RESPONSE PLAN PHONE LIST.	_____
CONTACT METEOROLOGICAL CENTER	FOR WEATHER CONDITIONS. USE CONTACT LISTED IN RESPONSE PLAN PHONE LIST.	_____
CONTACT MEDICAL	PROVIDE CONSULTATION WITH INITIAL RESPONDERS FOR ON-SCENE CASUALTIES AND MAKE CONTACT WITH LOCAL HOSPITALS IF THEIR ASSISTANCE IS REQUIRED. READY MEDICAL MASS CASUALTY DECON & INCOMING MEDICAL CASUALTY DECON STATIONS. USE CONTACT LISTED IN RESPONSE PLAN PHONE LIST.	_____
PUBLIC WORKS CENTER	CONTACT PUBLIC WORKS CENTER. REQUEST VEHICLES FOR TRANSPORTATION TO MEDICAL FACILITIES. USE CONTACT LISTED IN RESPONSE PLAN PHONE LIST.	_____



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**TAB D TO APPENDIX 8 TO ANNEX E**  
**FIRE DEPARTMENT CHECKLIST FOR CHEMICAL OR BIOLOGICAL INCIDENT**

<u>ACTION</u>	<u>COMMENTS</u>	<u>COMPLETED</u>
REPORT OF INCIDENT	REPORT ALL OBSERVATIONS AT SCENE	_____
DECLARE INCIDENT	BASE ON INFO RECEIVED AND OBSERVATIONS	_____
ASSUME ROLE AS ON-SCENE COMMANDER	UNTIL RELIEVED	_____
ASSUME ROLE AS INCIDENT COMMANDER	ASSUME FROM SECURITY IF SECURITY IS FIRST ON SCENE	_____
ESTABLISH INCIDENT COMMAND POST	IF INITIAL COMMAND POST IS ESTABLISH EITHER MOVE UPWIND OR MODIFY AS REQUIRED	_____
APPOINT INCIDENT RECORDER	ON-SCENE EVENTS RECORDER WILL BE A APPOINTED FROM	_____
MAKE NOTIFICATIONS	REQUEST ECC MAKE THE NECESSARY NOTIFICATIONS AS DIRECTED BY THE BIO/CHEM INCIDENT PLAN	_____
ASSIGN FIRE PERSONNEL TO OPCON P	ROVIDE FIRE REPRESENTATIVE TO ADVISE STAFF AND INSURE ACCURATE INFORMATION IS BEING PASSED FROM CRISIS SITE	_____
ESTABLISH AREA ACCESS CONTROL	TASK TO SECURITY DEPARTMENT	_____
FIRST EVALUATION OF SITUATION	PROVIDE EVALUATION AND SUGGESTIONS TO ON-SCENE COMMANDER	_____
PROVIDE FOR FIRST AID AND DECONTAMINATION TO CASUALTIES	MUST BE DONE IN CONSIDERATION OF OTHER FACTORS	_____
PROVIDE INITIAL ASSESSMENT OF AREA	USE OF LEVEL A SUITS REQUIRED	_____
IF EXPLOSIVE DEVICE	IF IED IS INVOLVED EOD WILL MAKE INITIAL ASSESSMENT OF AREA	_____
EVACUATION OF PERSONNEL	DEPENDING UPON MATERIAL AND LOCATION EVACUATION OF PERSONNEL MAY OR MAY NOT BE ADVISABLE.	_____
ESTABLISH DECON AREA	ESTABLISH PERSONNEL/EQUIPMENT DECON STATIONS IN CONJUNCTION WITH MEDICAL, IF REQUIRED	_____
REQUEST FOR ADDITIONAL ASSISTANCE	APPROPRIATE MUTUAL AID ASSISTANCE TO BE REQUESTED WHEN NEEDED. REGIONAL EMERGENCY SERVICES HAZMAT OFFICER TO SCENE TO EVALUATE SITUATION AND RECALL ASSETS AS REQUIRED.	_____
REQUEST LOCAL AGENCIES FOR ADDITIONAL ASSISTANCE	REQUEST NORFOLK PROVIDE ADDITIONAL FIRE/MEDICAL PERSONNEL AND EQUIPMENT AS NEEDED, IF SITUATION IS GOING TO BE OF LONG DURATION.	_____
SECURE OF ADDITIONAL EQUIPMENT	IF LONG DURATION SECURE EQUIPMENT TO REPLACE CONTAMINATED EQUIPMENT IN COORDINATION WITH NAVY ASSETS.	_____

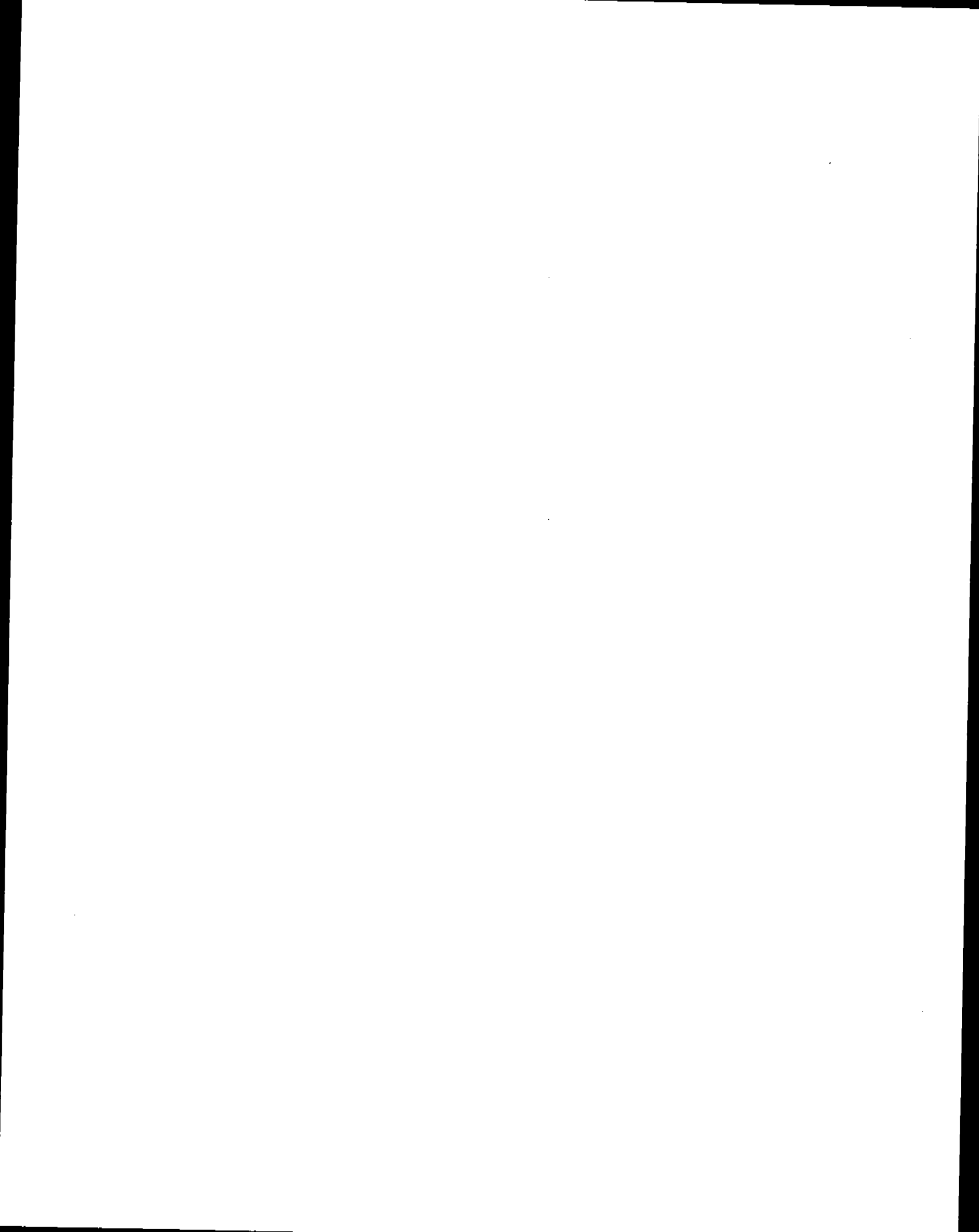
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<u>ACTION</u>	<u>COMMENTS</u>	<u>COMPLETED</u>
REQUEST FOR NEPMU-2	CALL OPERATIONS TO REQUEST ASSISTANCE FROM UNIT IN PROVIDING ON-SITE RISK ASSESSMENT AND LEVEL OF RESPONSE TO INCIDENT.	_____
REQUEST FOR CBIRF	IF EVENTS DICTATE AND ON-SCENE COMMANDER AGREES CALL OPCON TO RECOMMEND ASSISTANCE FROM UNIT	_____
REQUEST FOR TECH ESCORT UNIT	CALL OPCON TO REQUEST ASSISTANCE FROM UNIT	_____
PROVIDE FOR RELIEF	PROVIDE FOR FOOD AND COMFORT RELIEF'S FOR FIRE PERSONNEL	_____
ESTABLISH EXPOSURE LIMITS	SET TIME LIMITS FOR PERSONNEL WORKING IN PPE AND EXPOSURE TO INCIDENT SITE	_____
SEARCH AND RESCUE	PROVIDE SEARCH AND RESCUE OPERATIONS, AS REQUIRED	_____
RELIEF AS INCIDENT COMMANDER	WHEN SITUATION IS STABLE LAW ENFORCEMENT WILL BECOME INCIDENT COMMANDER OF THE CRIME SCENE.	_____

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# TAB E TO APPENDIX 8 TO ANNEX E SECURITY CHECKLIST FOR CHEMICAL OR BIOLOGICAL INCIDENT

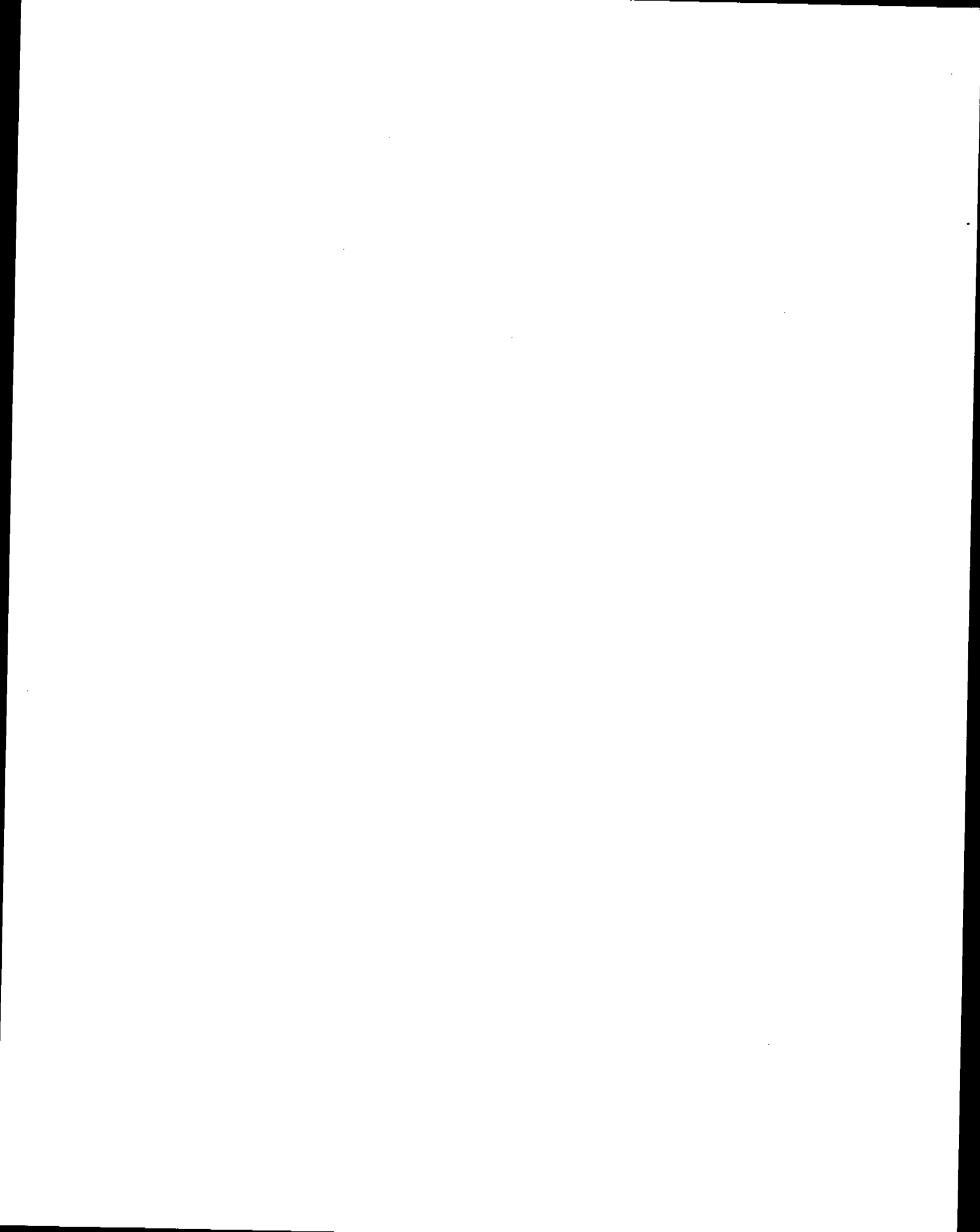
<u>ACTION</u>	<u>COMMENTS</u>	<u>TIME</u>
REPORT OF INCIDENT	REPORT ALL OBSERVATIONS AT SCENE	_____
DECLARE INCIDENT	BASE ON INFO RECEIVED AND OBSERVATIONS	_____
ASSUME ROLE AS ON-SCENE COMMANDER	UNTIL RELIEVED BY SENIOR FIRE OFFICIAL	_____
SET UP INITIAL COMMAND POST	UP WIND AND 1,500 FT FROM SITE	_____
REQUEST NOTIFICATION OF FIRE DEPT	REQUEST TO ECC (IF NOT ALREADY NOTIFIED)	_____
REQUEST NOTIFICATION OF EOD	REQUEST TO ECC (IF NOT ALREADY NOTIFIED)	_____
ESTABLISH SECURITY PERIMETER	BLOCK ALL ACCESS POINTS. ONLY EMERGENCY VEHICLES AND PERSONNEL GIVEN ACCESS	_____
ESTABLISH ENTRY CONTROL POINT FOR ALL PERSONNEL	INITIAL POINT UNTIL RELIEVED BY INCIDENT COMMANDER.	_____
APPOINT SECURITY RECORDER	KEEP RECORD OF ALL ACTIONS/TIMES AT SITE.	_____
ENSURE PROTECTIVE EQUIPMENT FOR OFFICERS IS AVAILABLE	DEPENDENT UPON CIRCUMSTANCES	_____
ESTABLISH INITIAL SEARCH FOR SECONDARY DEVICES	CALL IN MWD FOR ASSISTANCE IF CIRCUMSTANCES ALLOW	_____
RELIEVED OF COMMAND BY INCIDENT COMMANDER	SENIOR FIRE OFFICIAL	_____
PROVIDE INFORMATION AND ASSISTANCE IN PRESERVING THE CRIME	UNTIL RELIEVED BY FBI OR OTHER FEDERAL OFFICERS	_____
PROVIDE SECURITY PERSONNEL	POLICE TO BE USED FOR SECURITY OF SITE AND PROTECTION OF :  DECON LINE EMERGENCY PERSONNEL STAGING AREA EVACUATION TRAFFIC CONTROL CROWD CONTROL EXIT/ENTRANCE POINT	_____
PROVIDE FOR RELIEF OF SECURITY PERSONNEL	FOOD AND COMFORT BREAKS WATCH RELIEF	_____
PROVIDE FOR USING AUXILIARY SECURITY FORCE	IF DETERMINED BY THE ON-SCENE COMMANDER	_____
PROVIDE FOR INTERFACE WITH LOCAL & STATE POLICE IF CIVILIAN ROADS ARE BLOCKED	IF CIRCUMSTANCES REQUIRE	_____
ASSUME ROLE OF INCIDENT COMMANDER	WHEN INITIAL CRISIS SITUATION HAS BEEN RESOLVED AND AREA IS NOW A CRIME SCENE.	_____
FBI ASSUMES COMMAND	ASSIST FBI AS NECESSARY	_____



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TAB F TO APPENDIX 8 TO ANNEX E  
RECOVERY OPERATIONS CHECKLIST  
FOR CHEMICAL OR BIOLOGICAL INCIDENT

<u>ACTION</u>	<u>COMMENTS</u>
ESTABLISH A RECOVERY TEAM	MEMBERSHIP AS DIRECTED BY ADM OR COs
ESTABLISH PRIORITIES FOR RESUMING OPERATIONS	ADM W/ADVICE FROM THE CRISIS MANAGEMENT TEAM
CONTINUE TO ENSURE THE SAFETY OF PERSONNEL	ADVICE FROM MEDICAL, SECURITY AND FIRE PERSONNEL ON THE INSTALLATION
ASSESS REMAINING HAZARDS	ADVICE FROM FIRE AND MEDICAL PERSONNEL
MAINTAIN SECURITY AT INCIDENT SITE	SECURITY PERSONNEL
KEEP DETAILED RECORDS	APPOINT RECORD KEEPER
TAKE PHOTOGRAPHS OR VIDEOTAPE THE DAMAGE	USE COMBAT CAMERA GROUP FROM NAS OCEANA OR FIRE/SECURITY PERSONNEL
PROTECT UNDAMAGED PROPERTY	SECURITY PERSONNEL
CLOSE UP BUILDING OPENINGS	PWC OR CB UNIT PERSONNEL
REMOVE WATER, DEBRIS AND OTHER HAZARDS	PWC AND STAFF CIVIL PERSONNEL
RESTORE POWER	PCW PERSONNEL
CONDUCT SALVAGE OPERATIONS	ADVICE FROM STAFF CIVIL PERSONNEL
SEGREGATE DAMAGED FROM UNDAMAGED PROPERTY	USE FIRE/SECURITY AND PWC PERSONNEL
TAKE INVENTORY OF DAMAGED GOODS	PWC PERSONNEL
RESTORE EQUIPMENT AND PROPERTY	PWC AND COMPTROLLER PERSONNEL
RESTORE GAS, WATER, SERVICES TO AREA	PWC AND STAFF CIVIL PERSONNEL
IDENTIFY ENVIRONMENTAL CONCERNS	EPA PERSONNEL

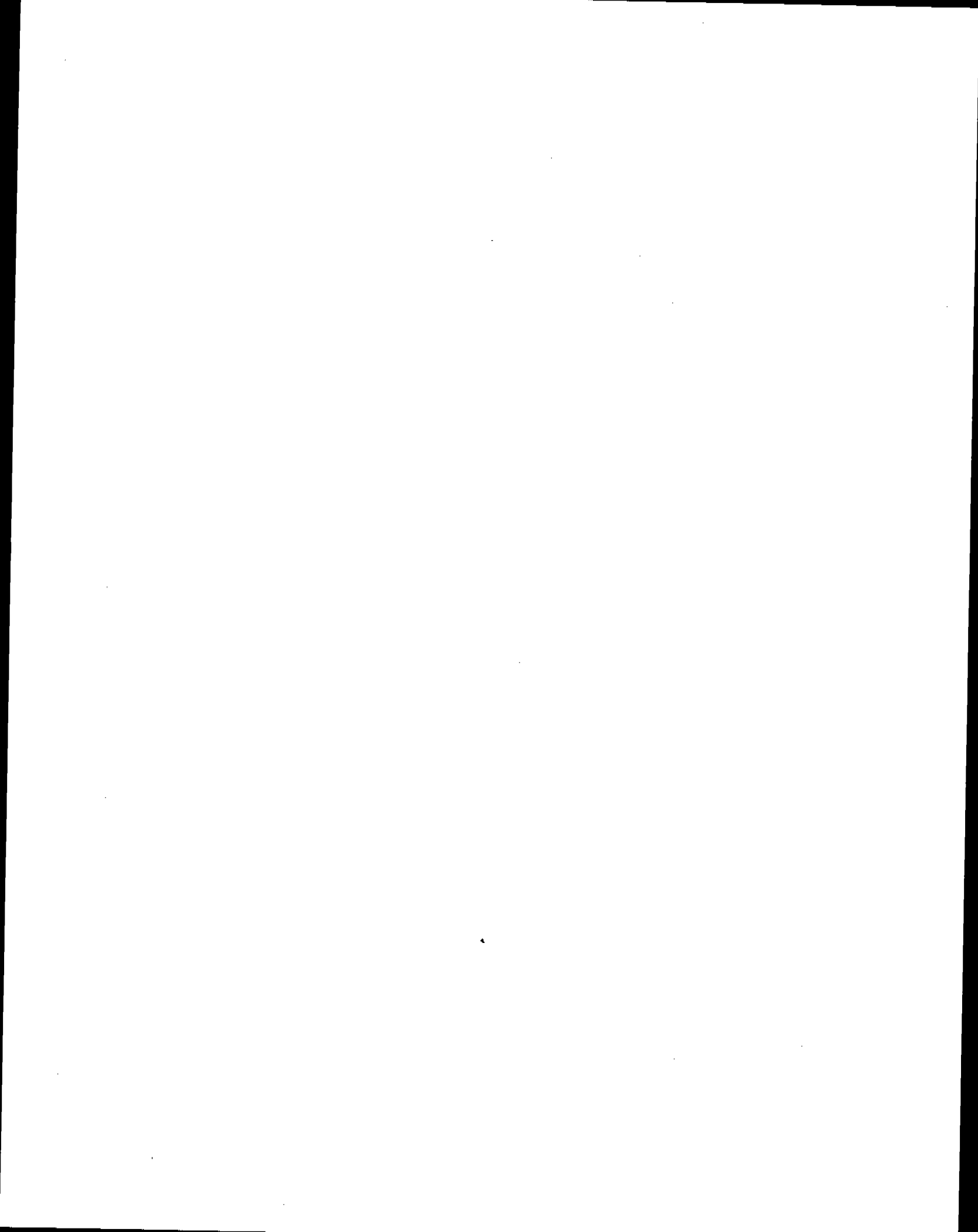




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TAB G TO APPENDIX 8 TO ANNEX E  
Commanding Officer's Weapons of Mass Destruction (WMD) Self Assessment

1. Have you personally reviewed your commands/installations Disaster Preparedness Plan within the last 12 months?  
Yes: \_\_\_\_\_ No: \_\_\_\_\_
2. Has the plan been reviewed by anyone on your staff within the last 12 months?  
Yes: \_\_\_\_\_ No: \_\_\_\_\_
3. Do you have a clear understanding of your authority and responsibilities in a terrorist attack using WMD?  
Yes: \_\_\_\_\_ No: \_\_\_\_\_
4. Has your Crisis Management Team (staff) participated in either a review of the Crisis Response Plan or a security exercise?  
Yes: \_\_\_\_\_ No: \_\_\_\_\_
5. Does the Public Affairs Officer have a comprehensive plan to deal with the media during or after an terrorist attack using WMD?  
Yes: \_\_\_\_\_ No: \_\_\_\_\_
6. Does Operations, (N30) have a comprehensive plan to deal with events using WMD?  
Yes: \_\_\_\_\_ No: \_\_\_\_\_
7. Have you spent more than one hour with your staff in discussions concerning terrorist attacks and use of WMD?  
Yes: \_\_\_\_\_ No: \_\_\_\_\_
8. Have your emergency personnel (Fire, Police, Medical) received initial level training in WMD?  
Yes: \_\_\_\_\_ No: \_\_\_\_\_
9. Do you have and understand mutual aid agreements with the local civilian authorities?  
Yes: \_\_\_\_\_ No: \_\_\_\_\_
10. Have you or your staff conducted combined exercise with the local authorities on terrorist incidents involving WMD?  
Yes: \_\_\_\_\_ No: \_\_\_\_\_
11. Do you understand Federal, state and local law pertaining to your power to interact the civilian authorities during a WMD situation.  
Yes: \_\_\_\_\_ No: \_\_\_\_\_



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TAB H TO APPENDIX 8 TO ANNEX E  
WMD RESPONSE POINTS OF CONTACT AND PHONE NUMBERS

<u>AGENCY/UNIT</u>	<u>POC</u>	<u>PHONE</u>
Army Technical Escort Unit (TEC)	CINCLANTFLT OPCON	836-5359/ 5397/5398*
Army Technical Escort Unit (TEC) Operations	Mr. Talley	(410) 436-8534*
TEC 24 Hour OPCON	Duty Officer	(410) 436-2773*
Army Operations Center	Duty Officer	(202) 697-0218*
City Emergency Services Norfolk	Dispatcher	441-5610**
Virginia Beach	Dispatcher	427-5616**
Chesapeake	Dispatcher	382-6161**
Portsmouth	Dispatcher	396-6821**
York County	Dispatcher	890-3621**
Newport News	Dispatcher	247-2500**
Hampton	Dispatcher	727-6111**
CINCLANTFLT OPCON	Duty Officer	836-5359/ 5398/5397/ 5449/5349
Secure FAX		836-5493
COMNAVREG MIDLANT OPCON	Duty Officer	322-2608/09
COMNAVREG MIDLANT BDO	Quarter Deck	322-2866/67
Emergency Communications Center	Dispatcher	322-3333
Environmental Protection Agency (EPA) Regional Representative	Bill Argudo	(215) 814-9016
24 hour Response Center	Duty Officer	1-800-424-8802
Explosive Ordnance Disposal Det. 2	Duty Officer	445-2750
Emergency	ECC	444-3333
Federal Bureau of Investigation Norfolk Office	Duty Agent	455-0123
FBI WMD Operations Unit Dedicate line for threat/incident	Duty Agent	(202) 324-6000
FBI Strategic Information & Operations Center SIOC (after hours)	Duty Agent	(202) 324-6700
Federal Emergency Management Agency (FEMA) Regional Representative	Dave Hall	(215) 931-5660
24 hour OPCON	Duty Officer	(215) 931- 5757 (Region 3)
Marine Chemical/Biological Incident Response Force (CBIRF)	CINCLANTFLT OPCON	836-5359/ 5397/5398***
Navy Environmental & Preventive Medicine Unit Two (EPMU-2)	CAPT Schibly LCDR. Malakooti	444-7671, Ext. 332 444-7671, Ext. 358
Industrial Hygiene	LT Engen	444-7671 Ex 316
Navy Meteorological Center	LCDR Malsick	444-7583

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<u>AGENCY/UNIT</u>	<u>POC</u>	<u>PHONE</u>
Naval Meteorology and Oceanography Center	LCDR Camron	445-1698
Naval Medical Center Portsmouth	OOD	953-5008
State Emergency Service Representative Regional HAZMAT (24 hours)	George Foresman Ray Haring	(804) 897-6580 (804) 674-2400
USCINCFCOMOPCON	Duty Officer	836-5814
Virginia State Police, 5 <sup>th</sup> Division	Dispatcher	424-6800

\* To request this unit command/installation would contact CINCLANTFLT OPCON who would then pass request up to CNO.

\*\* Use this number for notification of Police/Fire/Public Health. Inform dispatcher of emergency and whom you wish to contact.

\*\*\* To request this unit the installation/command would contact CINCLANTFLT OPCON and request.  
CINCLANTFLT OPCON will then contact USACOM OPCON with request.

#### INSTALLATION SPECIFIC PHONE NUMBERS

City Fire Department	_____	_____
City Public Health	_____	_____
City Fire/Emergency Service	_____	_____
Explosive Ordnance Disposal	_____	_____
Emergency Communications Center (ECC)	_____	_____
Medical Clinic	_____	_____
Navy Fire Department	_____	_____
Navy Security Police Department.	_____	_____
Naval Criminal Investigative Service (NCIS) NICS	_____	_____
Public Works	_____	_____
Staff Civil	_____	_____

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ANNEX FLOGISTICS

1. Purpose. To provide guidance to naval activities ashore and to those operational and reserve units in the AO concerning logistical support for disaster relief operations.
2. Concept of Logistical Support. Logistical planning in support of civil disasters must first consider the survival of the unit/activity/installation. Logistical planning for disasters should, at a minimum, provide an assessment of potential disaster scenarios, develop emergency action procedures for each scenario, and identify special personnel skills, material, and equipment required to support these emergency actions. It is neither necessary nor desirable to create new or parallel logistical organizations to deal with civilian disasters. Procuring and stockpiling resources solely for the purpose of assisting civil authorities in civil disasters is prohibited.
3. Conduct of Logistic Support
  - a. In planning for disaster response, an activity must first estimate WHAT materials, personnel, facilities and services are needed to support disaster relief operations. Next, the activity must identify WHO will provide the materials, personnel, facilities, and services required to support disaster relief operations.
  - b. Logistic support for each of the three categories of disaster relief operations will be reviewed separately below. Accurate cumulative records must be maintained to reflect material used, loaned, and/or returned, including repair and rehabilitation costs. Supplies and equipment not consumed or used will be returned to the supplying agency. To ensure accurate maintenance and repair cost estimates; particular attention will be given to the condition of supplies and equipment at turn-in. Salvage will be turned in to supply sources or disposed of as directed by appropriate authority.
  - c. Civil Emergencies
    - (1) Declared Emergencies: A major disaster or emergency subject to Presidential declaration will result in a specific designation by the DOD Executive Agent of the personnel, equipment, and resources authorized for use in support of the disaster relief operations. Requests from FEMA or the Regional FEMA Director for Support will be coordinated with the FCO, the DCO, and the DOD Executive Agent (First CONUSA).
    - (2) Undeclared Emergencies: In contrast, an undeclared major disaster or emergency situation should require a cost reimbursable agreement before Navy resources are committed to support disaster relief operations. If available Navy resources will prevent loss of

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human life, reduce human suffering, or mitigate extensive property damage, then such resources may not be withheld in the absence of a reimbursable commitment by the requesting agency.

d. Civil Disturbances

(1) In the event the President directs the use of DOD resources during civil disturbances, the Navy can be expected to provide logistical support to other DOD components. The PPA has the responsibility to ensure that the logistical support requirements of the Navy are defined, and that facilities, supplies, and equipment are identified. Military resources are classified into the following three groups:

(a) Group One. Personnel, arms, ammunition, armor, automotive equipment, and aircraft.

(b) Group Two. Riot control agents, concertina wire, and other such equipment to be employed in the control of civil disturbances not included in Group One.

(c) Group Three. Firefighting (to include operational personnel); equipment of a protective nature (such as masks, helmets, body armor vests); other equipment not included in groups One or Two (such as clothing, communications equipment, searchlights); and the use of naval facilities.

(2) Military resources in each of these three groups will be identified and those quantities that are essential to the mission of a command or unit will be reserved to prevent any inadvertent release to civilian authorities unless otherwise authorized.

(3) Pursuant to the Posse Comitatus Act, DOD personnel employed to operate loaned equipment may not be used in a direct law enforcement role. Their sole purpose is to operate the loaned equipment in the absence of trained civilian personnel.

(4) COMNAVREG MIDLANT may approve requests for Group Three resources, and approve requests from non-DOD federal agencies for Group Three military resources, excluding personnel. The requesting agency will be encouraged to provide sufficient resources of its own, so as to minimize the requirement for DON assistance. Firefighting and explosive ordnance disposal support may be provided as well as qualified personnel.

(5) COMNAVREG MIDLANT may also approve requests and issue Group Two and Three resources to the FBI for rapid response when dealing with terrorist incidents. Requests for equipment which involve technical or operating personnel other than firefighting and explosive ordnance disposal may be approved only by the DOD Executive Agent (First CONUSA) through the Undersecretary of the Navy.

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e. Civil Defense. DOD expendable materials used by Navy units to support civil defense missions will be resupplied through civilian resource claimancy procedures and channels. Examples of logistical support in civil defense will be much the same as that described for civil emergencies.

f. Reimbursement for Services Provided

(1) Requesting agencies will be responsible for the reimbursement of costs, in addition to normal operating expenses, incurred in connection with loaned property. Reimbursable expenses include the following:

(a) Pay of additional civilian personnel temporarily hired for disaster relief operations.

(b) Overtime pay of civilian personnel.

(c) Travel and per diem expenses of military and civilian personnel.

(d) Cost of consumable supplies requisitioned for issue to civilian disaster refugees.

(e) Transportation of personnel, supplies, and equipment.

(f) Port (air, ocean, inland-waterway) loading, off-loading, and handling costs.

(g) Cost of repairing or reconditioning nonconsumable items when returned.

(h) Cost of supplies and equipment furnished and not returned.

(i) Cost of repair parts used to repair end-items located at the disaster area (excluding depot or field maintenance on a time compliance basis).

(j) Cost of packing and crating supplies and equipment.

(k) Cost of petroleum, oil, and other lubricants.  
(Including aviation POL).

(l) Cost of nonconsumable property that has been lost, destroyed or damaged in support of disaster relief operations. In the case of damaged property, reimbursement will be requested for the cost of the repair, as well as for the reduced utility value of the property. The reduced utility value will be determined by the lending department.

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(m) Reimbursement for the issue or sale of material from stock funds or transfers from capital funds, as well as reimbursement for sales of appropriations-financed material or nonworking capital funds property will be at the current standard prices. In addition, billings will include accessorial charges incident to issues, sales and transfers of material billed to the requester by the Navy.

(n) Costs of any major rehabilitation or modification of military real property that may be required by FEMA, and which alters the facilities to an extent that affects its future use by the military. In such cases, FEMA will bear the costs of restoration of the facility or equipment.

(o) Full project costs, including wages and salaries of regular employees, for projects approved by FEMA which are undertaken by a federal agency with its own forces with costs applied on a projected basis.

(p) All costs from a trust fund, revolving fund, or other fund where reimbursement of such funds is required by law.

(q) Work, services, and materials contracted for by other federal agencies for assistance performed on a specific disaster project.

(r) Materials, equipment, and supplies (including transportation, repair, and maintenance) from regular inventory stocks utilized or consumed.

(s) Work performed at the specific direction of FEMA when a major disaster is imminent, including work performed to investigate potential disaster situations, provided that the disaster was declared.

(t) Charges for the use of aircraft, motor vehicles, watercraft, etc.

(u) Other direct costs that can be specifically identified.

(2) Equipment and supplies that have been declared surplus IAW existing laws and regulations may be loaned or donated to state and local governments.

(3) Non-Reimbursable Expenses. The following items will not be eligible for reimbursement with a directive or request from FEMA, as they are considered normal operating expenses:

(a) Regular pay and allowances of military personnel (except travel and per diem costs).



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(b) Administrative overhead costs.

(c) Annual and sick leave, retirement, and other military or civilian benefits (for exceptions, see Naval Industrial Fund Regulations).

(d) Cost of telephone, telegram, or other means of electrical transmission used to requisition items or to replenish depot stocks.

(e) Aircraft, motor vehicles, and/or watercraft damaged, lost, destroyed or abandoned.

(4) Reimbursement Waivers. Reimbursement will be waived if the cumulative value of the unbilled transaction amounts to less than \$100 at the end of the calendar quarter. There will be no waiver of reimbursement for material or services furnished by the following:

(a) Navy Industrial Fund activities.

(b) Stock funds.

(c) Management funds.

4. Processing Naval Resources Requested by Civil Authorities

a. Written agreements, outlined in Appendix 1 to this Annex, will be executed concurrently with all loans of military property to civil authorities. With each loan agreement, a fidelity bond in the amount of the total current item price of the loaned property will be posted.

b. From non-DOD federal agencies, written agreements (outlined in Appendix 1 to this Annex) will be executed concurrently with all loans of military property to federal agencies. In the sample loan agreements provided, the words "Federal Agency" will be substituted for "Civil Authority." No fidelity bond is required.

c. The National Guard will be responsible for reimbursement of costs over normal operating expenses incurred in connection with loaned equipment. No written loan agreement will be executed. The National Guard will be required to execute the Loan Receipt shown in Appendix 1 to this Annex. No fidelity bond is required.

5. Procedures for Reimbursement

a. Declared Emergencies or Major Disasters

(1) USN/USMC commands conducting disaster relief operations, which have been authorized, validated, or requested must submit claims for reimbursable costs to Headquarters, First CONUSA for processing

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via the RPA, COMNAVREG MIDLANT and the PPA, CINCLANTFLT. Consolidated SF 1080s will be prepared by the appropriate activity in duplicate, with two copies of substantiating documents, and five copies of documentation in reference to personnel services; e.g., copies of travel orders, designation of recipient services, or specified items of service or supplies. The SF 1080 must include station number and complete accounting classification.

(2) Headquarters, First CONUSA is required to submit consolidated billings for all DOD support to COMFORSCOM (Financial Executive Agent for USCINCFJFCOM) for reimbursement by FEMA. COMFORSCOM must forward final accounting of expenditures for each disaster to the appropriate FEMA Regional Office within 90 days after the completion of assistance. Billings received after 90 days following the completion of assistance will be returned without reimbursement.

(3) Headquarters, First CONUSA will reimburse Navy activities upon collection from FEMA.

(4) All requests for reimbursement or for other eligible expenditures must include the FEMA "Mission Assignment" (MA) identifying number (e.g., FEMA 338DR). This is a sequential number assigned by FEMA at the regional level.

(a) Undeclared Emergencies or Major Disasters. To obtain reimbursement for assistance rendered incident to disasters, which were not declared emergencies, or major disasters (except for forest and grassland firefighting under PL 91-606), USN/USMC commands will submit billings directly to the local recipient of the assistance, including chapters of the American Red Cross, where appropriate. When Headquarters, First CONUSA or cognizant national disaster relief coordinators have requested that activities provide assistance to the American Red Cross, requests for reimbursement will be forwarded to Headquarters, First CONUSA IAW paragraph 5.a.(1) above.

(b) Forest and Grassland Fire Suppression Operations. All requests for forest and grassland fire assistance from federal and state agencies should be submitted through the National Interagency Fire Center. The NIFC will validate and forward requests to First CONUSA for action and subsequent tasking. Each request made in this manner will be assigned appropriate identifying numbers (a "Fire Number" and a "Fire Order Number") by the Forest Service that will then be utilized by the activity furnishing the assistance to maintain an accurate record of all reimbursable expenses incurred in fulfilling that request as well as in all references to the particular incident. Requests for reimbursement of expenses incurred in connection with each "Fire Order" will be submitted IAW paragraph 4.a. above.

#### APPENDIX

##### 1 - Procedures for Executing Loan Agreements

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APPENDIX 1 TO ANNEX FPROCEDURES FOR EXECUTING LOAN AGREEMENTS

1. General. This section establishes procedures for documenting loans of Department of the Navy equipment and materials to civilian authorities. Samples of loan agreements, exhibits, and receipts are provided in Tab A and Tab B to this Appendix.

2. Types of Loans. The following types of loans are authorized:

a. Type I Loan. Emergency loan to meet an urgent need during an actual disaster. Loans of this type will be granted by appropriate authority and will not exceed 15 days. Requests for extension of the loan will be forwarded through the same chain of command as the original request. Further extensions will only be approved by CNO/CMC, as appropriate.

b. Type II Loan. A loan to meet a need in anticipation of an imminent civilian disaster. This type of loan may be granted to civil authorities when a binding purchase contract has been executed to procure resources similar to the military property requested, and there is a substantial lead-time before delivery. This type of loan may also be granted for a maximum period of 15 days for requests of a non-recurring type when purchase is beyond the financial resources of the civilian authority, or upon a special agreement made with civilian authorities with the approval of CNO/CMC, as appropriate.

3. Fidelity Bonds

a. In each loan agreement identified above, a fidelity bond in the amount of the total current item price of the loaned property will be posted.

b. The fidelity bond will consist of a properly executed Standard Form 25, Performance Bond (June 1967), a certified bank check, cash, or negotiable U. S. bonds deposited with the Treasury of the United States.

c. In an extreme emergency, when the requirement for posting a bond would unduly delay approval of a valid request for the loan of military property involving a total current item price of \$1,000 or less, the authority authorized to approve the loan may do so on the condition that a bond will be posted within a reasonable time, not to exceed five days.

d. Absolute waiver of the requirement to post bond may be granted only by the CNO/CMC, as appropriate. All other requests for modification of the requirement to post bond will be forwarded to the CNO/CMC, as appropriate.

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e. Bonds will be forfeited due to failure to return loaned property, or for damage to loaned property, only with the concurrence of the DOD Executive Agent.

f. Any forfeitures collected under these agreements will be deposited to the Miscellaneous Receipt Account 171060 (Forfeiture of Unclaimed Money and Property).

TABS

A - Sample Loan Agreement

B - Sample Loan Receipt

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TAB A TO APPENDIX 1 TO ANNEX FSAMPLE LOAN AGREEMENT

This Loan Agreement is entered into, by, and between the United States of America, hereinafter called the Government, represented by (Name and Title of Military Representative), for the purpose of entering into this agreement, and (City, County, Or Other Governmental Body Of Authority), a (Definition) organized and existing under the authority of (Governing Law) hereinafter called the Civil Authority, represented by (Name and Title of Civil Authority's Representative) for the purpose of entering into this agreement.

1. Purpose. Under the authority of Department of Defense Directive 3025.12, the Government hereby lends to the Civil Authority and the Civil Authority hereby borrows from the Government the Government Property, hereinafter called the Property, listed and described in Exhibit I hereto attached and incorporated by reference into the terms of this agreement which property is required by the Civil Authority to assist in maintaining public civil order in the area over which it has jurisdiction.
2. Term. This loan of property is intended to meet an urgent need during an actual civil emergency. The Civil Authority shall keep the property only for the actual duration of the disorder, and in no case longer than 15 days after the date of this loan agreement, unless this agreement shall be renewed. Nevertheless, the Government may revoke and terminate this agreement and demand return of the property in whole or in part at any time.
3. Liability for Use of Property. The Government shall make every effort to see that each item of the property is furnished in serviceable and usable condition according to its originally intended purpose. Nevertheless, the Government makes no warranty or guarantee of fitness of any of the property for a particular purpose or use, or warranty of any other type whatsoever. The Civil Authority assumes all responsibility for any liability or claims arising from the transportation, use, or possession of the property during the term of this loan, and agrees to hold the Government harmless from any such liability or claims.
4. Care of Property. The Civil Authority is responsible for the care of the property during the term of this loan. The Civil Authority shall transport, use, and store the property with due care and diligence. The Civil Authority shall safeguard and secure any high value items, any sensitive serial-numbered items, and any arms and ammunition loaned by the Government under its applicable regulations. The Civil Authority shall not mortgage, pledge, assign, transfer, sublet, or part with possession of any of the property in any manner to any third party either directly or indirectly, except that this provision shall preclude the Civil Authority from permitting the use

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of the property by a third party with the prior written approval of the Government. The Civil Authority shall neither make nor permit any modifications to any of the nonexpendable property. At all times the Government shall have free access to all the property for the purpose of inspecting or inventorying it.

5. Return of Property. The Civil Authority shall return the nonexpendable property, and all of the expendable property that has not been expended, to the Government at the expiration or termination of this loan.

6. Payment. The Civil Authority shall reimburse the Government for expenses incurred in connection with this loan, as provided below:

a. Transportation Expenses. The Civil Authority shall reimburse the Government for any expenses for movement of the property incurred by the Government incident to this loan, including those for necessary packing and crating, movement of the property from (location) to (location where property will be used), and return of the property to (location).

b. Repair Expenses. The Civil Authority shall reimburse the Government for any expenses necessary to repair, rehabilitate, or replace parts of any of the Property following its return to the Government, except that the Civil Authority shall not be required to make any payment on account of fair wear and tear, or normal depreciation of any of the property.

c. Replacement Expenses. The Civil Authority shall reimburse the Government (as indicated at the prices shown on Exhibit I) for the cost of all of the expendable property (including, but not limited to, petroleum and other lubricants) used or consumed during this loan, and for any of the property lost, destroyed, damaged beyond repair, or otherwise not available for return, or not returned, to the Government.

d. Personal Expense. The Civil Authority shall reimburse the Government for costs incident to the payment of additional civilian personnel who may be temporarily required in connection with the loaned property, overtime pay of civilian personnel, and travel and per diem expenses of civilian and military personnel.

7. Bond. The Civil Authority has provided a performance bond in the amount of the total value of the property as shown on Exhibit I, which performance bond is marked Exhibit II hereto attached and incorporated by reference into the terms of this agreement. (Should the Civil Authority choose to post a cash deposit in lieu of a bond, substitute paragraph 7 as outlined in the latter part of this Tab).

a. Should the Civil Authority fail to reimburse the Government within 30 days after receiving a request for payment of expenses, the

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bond shall be forfeited as liquidated damages in the amount equal to the expense to the Government computed IAW paragraph 6 above.

b. Payment for liquidated or damaged property by forfeiture of any portion of the bond to the Government shall not operate as a sale to the Civil Authority of any of the property available to be returned but not returned to the Government, nor to extinguish the Government's right to have the available missing property returned.

c. Should the Civil Authority later return to the Government any of the missing property on account of which a portion of the bond was forfeited as liquidated damages, the Civil Authority shall be entitled to recoup from the Government a sum equal to 90 percent of the price of the late-returned property as shown on Exhibit I, less an amount in payment for expenses, if any, computed IAW paragraph 6 above, and less an amount for depreciation. If the normal life expectancy of an item can be determined by reference to an applicable military publication, the amount for depreciation shall be computed by the straight-line method, using the price shown on Exhibit I and the date of expiration or termination of this loan as initial points. When normal life expectancy is not established by applicable military publications, the amount for depreciation shall be computed by the same method, applying a uniform depreciation rate of 50 percent per annum.

8. Officials Not to Benefit. No member or delegate to Congress shall be admitted to any share or part of this loan, or to any benefit arising in connection with it.

9. Contingent Fees. No person or agency acting for, or on behalf of, the Civil Authority to solicit or obtain this loan shall be paid any commission, percentage, brokerage, or contingent fee in any way connected to this loan.

10. Disputes. (Method) shall decide any disputes arising under this Loan Agreement which are not disposed of by mutual agreement.

Done at (Place) this (Date) day of (Month and Year).

FOR THE GOVERNMENT:

FOR THE CIVIL AUTHORITY:

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CERTIFICATE

1. The (Title) of the (City, County, State, or other Government Body or Authority), named as Civil Authority in this Loan Agreement, certify that (Name) who signed this agreement on behalf of the Civil Authority, was then (Title) of the (City, County, State, or other Government Body or Authority) by authority of its governing body and is within the scope of its lawful powers. In witness thereof I have hereunto affixed by hand the seal of (City, County, State, or other Government Body or Authority), this (Date) day of (Month) of (Year).

OFFICIAL SEAL

(Name and Title of Certifying Officer)



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EXHIBIT IMILITARY PROPERTY OF THE UNITED STATES

<u>National Stock Number</u>	<u>Nomenclature</u>	<u>Quantity</u>	<u>Current Standard Price</u>	<u>Stock Fund Price (ea.)</u>
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Grand Total: \_\_\_\_\_

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EXHIBIT IAPROPERTY BEING SECURED BY CIVIL AUTHORITY

<u>Nomenclature</u>	<u>Qty</u>	<u>Source</u>	<u>Date Ordered</u>
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EXHIBIT II

Standard Form 25, General Services Administration Performance Bond, an approved surety on the Treasury Department List (TC Circular 570 (NOTAL)) (reference ASPR 10-201 (NOTAL)) or a receipt from a Navy or Marine Corps Disbursing Officer designated by the military representative governing the deposit of cash, U.S. Bonds or Notes, certified or cashier's checks, bank drafts, or post office money orders for the amount of the grand total shown in Exhibit I. Such funds will be held for the amount of the grand total shown in Exhibit I. The disbursing officer IAW paragraph 043142 NAVCOMPT Manual will hold such funds.

-----  
Substitute Paragraph 2

(For use when the Civil Authority has initiated procurement action and the term of the loan is to be longer than 15 days.)

2. Term. This loan of property is intended to meet an urgent need connected with threatened civil disaster and is required as a

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substitute only until delivery to the Civil Authority of its own property. The Civil Authority hereby covenants to procure for itself from commercial sources certain public property as listed and described on Exhibit I hereto attached and incorporated by reference into the terms of this agreement, and that the Civil Authority shall keep the government property only until deliver of its own property, and in no case longer than 90 days after the date of the Loan Agreement, unless this Agreement shall be renewed. Nevertheless, the Government may revoke and terminate this Agreement and demand return of the property in whole or in part at any time.

-----  
Substitute Paragraph 7

(To be used when the Civil Authority posts bond in the form of cash deposit as an alternative executed Standard Form 25, Performance Bond).

7. Cash Deposit. The Civil Authority has deposited with the Government an amount of money which is equal to the total price of the property as shown in Exhibit I, which is evidenced by Exhibit II hereto attached and incorporated by reference into the terms of this agreement.

a. No later than 60 days after the expiration or termination of this agreement this deposit shall be returned to the Civil Authority less an amount to compensate the Government for its expenses computed in accordance with paragraph 6 above.

b. Retention of a portion of the deposit by the Government shall not operate as a sale to the Civil Authority of any of the property available to be returned but not returned to the Government, nor to extinguish the Government's right to have the available missing property returned.

c. Should the Civil Authority later return to the Government any of the missing property on account of which a portion of the deposit was withheld by the Government, a sum equal to 90% of the price of the late-returned property, as shown on Exhibit I, less an amount in payment for expenses, if any computed in accordance with paragraph 6 above, and less an amount for depreciation. If the normal life expectancy of an item can be determined by reference to applicable military publications, the amount for depreciation shall be computed by the straight-line method, using termination of this loan as initial points. When the normal life expectancy is not established by applicable military publications, the amount for depreciation shall be computed by the same method, applying a uniform depreciation rate of 50% per annum.

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TAB B TO APPENDIX 1 TO ANNEX FSAMPLE LOAN RECEIPT

(For use with loans to the National Guard)

As the authorized representative of the Adjutant General, State of (State), I acknowledge receipt from (Lending Unit), this date, of the property described below, temporarily loaned to the National Guard of (State), under the provisions of the Department of the Army Civil Disturbance Plan.

Federal Stock No.NomenclatureQuantity

It is understood that the National Guard of the State of (State) is responsible for the cost of transportation, repair, rehabilitation, or replacement of the above property. It is also understood that the use of this property is subject to the following limitations:

FOR THE ADJUTANT GENERAL

FOR THE LENDING OFFICIAL



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ANNEX GTRAINING AND READINESS

1. Purpose. The purpose of this Annex is to provide for the training and operational readiness of the Disaster Preparedness Organization (DPO).

2. General. In conformance with Navy regulations, commanding officers of Navy/Marine Corps activities must take all practical steps to maintain their activities in a state of readiness capable of performing their mission. After a domestic emergency has occurred, the immediate task is to restore the essential mission of the organization. Training is of special importance for disaster preparedness because of the unusual effects resulting from NBC attack, and the psychological reactions of personnel when confronted with major disasters.

3. Command, Support, and Area Coordination

a. Disaster preparedness is a responsibility of command. The commander assigned command and primary support of a shore activity is therefore responsible for assuring the readiness and effectiveness of that activity's disaster preparedness program, and for providing the resources necessary to attain adequate readiness and effectiveness.

b. Area coordination includes the authority and responsibility to initiate appropriate action, based on a horizontal overview of shore activities, to ensure that adequate support is provided to the operating forces of the Navy and Marine Corps, and that this support represents an effective, efficient, integrated, and coordinated effort. It includes the authority and responsibility to initiate action, on an area-wide basis, through the appropriate chain of command, for planning for disaster preparedness. This will include the need to respond in the event of domestic emergencies, and the coordination of actions pertaining thereto. It is the responsibility of shore activities to keep their SRPA/LPA informed of their disaster preparedness status, including planning, readiness, capabilities, and the ability to respond to requests by the RPA for assistance to other commands within the AO.

4. Responsibility

a. Commanders having command and primary support responsibility for shore activities shall support, budget, and fund a disaster preparedness program.

b. The Chief of Naval Education and Training (CNET) develops and implements appropriate training programs to meet the training requirements for disaster preparedness ashore as defined by the Commander, NAVFACENGCOM.

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c. NAVFACENGCOM provides CBR defense material.

d. The RPA assists and monitors readiness and training, coordinates disaster preparedness planning, and acts as the central point of contact for disaster preparedness within his area of responsibility for all potential disasters under the "all hazards" disaster preparedness and recovery approach strategy.

## 5. Training

a. Basic. All personnel should be given a basic indoctrination course in CBR defense and protection from natural disasters. This indoctrination should develop an appreciation and fundamental knowledge of:

(1) The dimension and character of various potential disasters.

(2) The consequent need for disaster preparedness measures.

(3) The primary means of self-help and survival.

### b. Specialized

(1) All personnel (military and civilian) who fill key positions in the disaster preparedness organization or are members of disaster preparedness teams will require additional specialized training in operational techniques and procedures. Previously trained personnel can conduct this training, by attending an organized course of instruction conducted by mobile trainers, or at established schools.

(2) When warranted or required, supervisory and key personnel should be given additional specialized training such as explosive ordnance disposal and salvage, fire fighting, use of mobile trainers, etc.

(3) All medical officers should be indoctrinated in the medical aspects of CBR defense. Major shore stations and major staffs should have other medical department personnel trained in dosimetry and in the identification of biological/chemical agents. Medical personnel should also be prepared in the event of a catastrophic event resulting in numerous injuries or fatalities.

c. Advanced. Personnel responsible for the establishment, direction, training, or administration of the disaster preparedness program should receive advanced training given at the following locations:

(1) Joint Service Emergency Preparedness

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Robins Air Force Base  
Warner-Robins, Georgia

- (2) Disaster Recovery Department  
Naval Construction Battalion Center  
Gulfport, MS 39501-5000
- (3) Federal Emergency Management Agency (FEMA)  
FEMA Mt. Weather Special Facility  
Berryville, VA 22012

6. Readiness Criteria for Material and Personnel

a. The commanding officer of a DON shore station must schedule and test the mechanics of assembly, dispersal, evacuation, and abandonment, in preparation for all potential disasters. At a minimum, drills should be conducted semi-annually and tests annually. Personnel from the entire station should be involved in tests. In addition, the officers in charge of control centers should conduct exercises and drills for personnel under their command.

b. The need for retraining, including drills and tests is well known. Skills that are not exercised over long periods tend to become lost. Furthermore, both civilian and military personnel at DOD activities are subject to frequent turnover. Many may become casualties of an emergency or enemy attack. The schedule for retraining should therefore meet the following needs:

- (1) Indoctrination and basic training of new personnel.
- (2) Incorporation of new personnel into the ranks of appropriate teams, and training in their duties.
- (3) Refresher training of personnel who have already received training.

c. Material should be stored at shelter sites and control centers so that authorized personnel have ready access as needed. To lessen the hazard of the catastrophic loss of all material, it should not all be stored in one central location.

d. Maintenance of RADIAC equipment assigned will be accomplished as scheduled by Space Warfare Systems Center (SPAWAR), Charleston, South Carolina.

7. Inspection Requirements. The RPA is required to inspect disaster preparedness within the AO, including the procedures and methods for the inspection and storage of CBR defense material.

8. Funding. The RPA has no funds to support disaster preparedness training or drills. Activities within the AO should budget

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accordingly for such training. Where funds are not made available to support the training required, the RPA should be so advised.

APPENDIX

1 - Navy Emergency Preparedness Liaison Officer Program



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APPENDIX 1 TO ANNEX GNAVY EMERGENCY PREPAREDNESS LIAISON OFFICER PROGRAM

1. Navy Emergency Preparedness Liaison Officer (NEPLO). NEPLOs, formerly known as Navy Liaison Officers (NLOs), are Selected Reserve (SELRES) officers (Training and Retired Category (TRC) Designator (A)), generally at the O-5/O-6 level, who provide liaison to appropriate military/civil authorities for planning and coordinating Navy disaster or emergency assistance. NEPLOs are representatives of the Navy Planning Agents.
2. NEPLO Mission. To represent, support, interface, and serve as a conduit between Navy commanders and the associated military and civil headquarters. NEPLOs have primary responsibility for planning, coordinating, and executing the various civil disaster contingency plans under the National Security Emergency Preparedness (NSEP) and the MSCA programs.
3. NEPLO Program Manager. The Commander, Naval Reserve Force (COMNAVRESFOR), is responsible for the management of the NEPLO Program. This responsibility includes the advertising and filling of all NEPLO billets; supporting and coordinating NEPLO training with Navy planning agents, USCINJFCOM, and COMFORSCOM; and managing the funds allocated for NEPLO training, peacetime support, and employment for disaster operations.
4. NEPLO Assignments
  - a. Office of the Secretary of Defense (OSD). Two NEPLOs are assigned to the Deputy Undersecretary of Defense for Policy/Policy Support Emergency Management Program policy and structure.
  - b. Forces Command. One NEPLO is assigned as Navy representative to provide advice, coordination, and assistance to the Commander, United States Forces Command (COMFORSCOM) regarding all aspects of Navy civil emergency planning and operation.
  - c. Continental U.S. Army Headquarters. Generally, one NEPLO is assigned as the RPA representative to each CONUSA Headquarters; more than one NEPLO may be assigned when the situation warrants. The NEPLOs provide advice, coordination, and assistance regarding all aspects of Navy civil emergency planning and operations to CONUSA headquarters, including coordination of Navy resource needs.
  - d. FEMA National Headquarters. Two NEPLOs are assigned as Navy representatives to FEMA National Headquarters to advise and assist the FEMA Director regarding Navy civil disaster planning and operations. These NEPLOs will also work closely with DOMS and USCINJFCOM.

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e. FEMA Regional Headquarters. Generally, two NEPLOs are assigned to each FEMA regional headquarters to coordinate, advise, and assist FEMA regional directors regarding all aspects of Navy civil emergency planning and operations. The number assigned may vary depending on the situation.

f. States and Territories. One NEPLO is assigned as RPA Representative to each State Adjutant General (TAG)/ State Area Command (STARC) Headquarters. Also, one NEPLO is assigned to the combined Territories of Puerto Rico/Virgin Islands, and one NEPLO to the Territory of Guam. State NEPLOs participate in the planning, coordination, and execution of civil assistance plans at the state/territory level; inform naval activities on status and requirements of state/territory military support plans; assist RPAs in identifying, reporting, and verifying the emergency response capability of Navy forces; and advise and assist Navy activities in planning, coordinating, and training for civil emergency contingencies.

#### 5. NEPLO Responsibilities

a. Plan and coordinate military support to civil authorities within assigned area and actively pursue close liaison with those authorities.

b. Advise and assist the State Command Authorities in preparation/revision of state contingency plans that may require naval resources to assist civil authorities.

c. Represent and assist Department of the Navy (DON) commanders in planning, coordinating, and reporting DON resources available for civil disaster contingencies.

d. As directed by COMNAVREG MIDLANT, serve on civil/military committees or boards representing COMNAVREG MIDLANT on all matters pertaining to civil disaster planning and operations.

e. Advise assigned headquarters of DON capabilities, limitations, and priorities for rendering support to civil authorities.

f. Coordinate resolution of claimancies involving DON resources as well as civil resources needed for military or civil disaster operations.

g. Advise assigned headquarters of assistance DON may require in various disaster contingencies.

h. Assist COMNAVREG MIDLANT in identifying and reporting Navy, Marine Corps, and Coast Guard resources available.

i. Develop and maintain a Continuity File.

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j. Assist assigned headquarters in its civil assistance planning and execution responsibilities.

k. Advise COMNAVREG MIDLANT of planning requiring DON support in civil disaster contingencies.

l. Coordinate with other NEPLOs in assigned area.

m. Forward request for DON assistance to COMNAVREG MIDLANT, duty hours - (757) 322-2791/2859, DSN 262-2791/2859, or FAX (757) 444-1163; Non duty hours - CDO Pager (757) 860-8731.

n. Conduct briefings to both military and civilian agencies within the regional area to acquaint these agencies with Military Support to Civil Authorities (MSCA), Land Defense of CONUS, and DOD Key Assets Protection Program (KAPP).

o. Maintain and update the Department of Defense Resource Database (DODRDB) of military assets/capabilities within the NEPLO's area of responsibility.

p. Facilitate the mobilization and/or movement of DON resources within assigned area.

q. Attend all required National and COMNAVREG MIDLANT training programs.

r. Keep cognizant RPA apprised of all scheduled emergency planning exercises at the state or regional level.

s. Actively participate in disaster preparedness planning exercise within their assigned area including preparation of Mission Scenario Events List (MSELs), exercise training, operations, and critiques.

t. Coordinate with other services' Emergency Preparedness Liaison Officers (EPLOs) within assigned area.

u. Prior to an impending disaster, visit regional FEMA headquarters (where applicable) and present to the regional director and resident emergency planners Navy capabilities in civil emergency assistance. Specifically, headquarters planners need to be aware of the type of civil assistance the Navy has provided in past disasters (e.g., Hurricanes Andrew and Georges, Loma Prieta Earthquake, etc.). Services provided by the Navy has included mobile kitchens, hot meals, MREs, power generation, potable water generation, structure repair, and debris cleanup. Familiarity with the capabilities of all contributing agencies will enhance the planning and execution of civil emergency assistance.

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v. Be cognizant of any assets within their AO, which have been placed on the Key Asset List. Sites identified on the KAL are required to complete a periodic vulnerability survey. For those sites considered "complex," the Defense Investigative Service will conduct the survey (reference (e)). Physical Security Plans for each site should be developed by the STARC. NEPLOs should keep track of each step in the Key Asset Protection Program process and provide coordination as needed with the site managers.

w. Upon Presidential declaration of a national disaster or emergency, assist in the emergency relief operations. RPAs will coordinate with COMNAVRESFOR to ensure that appropriate numbers of NEPLOs are available to support Navy civil disaster response operational requirements.

x. Remain under the command and control of the cognizant Navy Planning Agent in all non-emergency situations. NEPLOs will be under the operational control of the supported CINC, and in most cases will support the designated DCO.

6. DOD EPLO Training. All of the armed services have or are developing an EPLO Program. The joint service-sponsored "National Security Emergency Preparedness (NSEP) Liaison Officers Course" is conducted at the FEMA Special Facility, Berryville, VA. All personnel appointed to the NEPLO Program shall attend the EPLO Training Course at their first opportunity. Additional training may be required by some RPAs to meet specialized requirements.

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ANNEX HOPERATIONAL CONTROL CENTER

1. General. This Annex outlines the concept of operation, mission, organization, responsibilities, and operational procedures for, COMNAVREG MIDLANT's Operational Control Center (OPCON) during emergency operations. It defines the responsibilities of COMNAVREG MIDLANT staff personnel with regard to the activation and manning of the center.

2. Concept of Operations

a. The OPCON staff will coordinate all aspects of emergency operations in COMNAVREG MIDLANT's AO. The command center maintains communications with higher authorities and subordinate activities as required.

b. The OPCON will be activated on order of COMNAVREG MIDLANT, or his/her designated representative, and will assume operational control of all disaster and recovery operations.

c. Upon activation, the OPCON will be manned by key staff members under the supervision of the Director of Operations. The OPCON staff will be headed by a watch commander responsible for routine operations. The initial staff organization will remain in effect for the duration of the emergency. However, if the emergency is projected to extend beyond eight hours, the command center will shift to a 24-hour watch organization. This shift will be conducted in a manner, which will ensure continuity of command center operations.

d. The OPCON will guard HF/UHF/VHF nets. Watchstanders will be provided by the Director of Operations to guard required circuits.

e. OPCON personnel will perform radio checks on the Command and Control net (HECKLAR) in conjunction with watch turnover.

3. Mission. The OPCON staff will perform the following tasks:

a. Monitor ongoing events, coordinate actions, and complete the readiness checklists in Appendix 1 of this Annex.

b. Establish and maintain communications with subordinate activities.

c. Coordinate actions with subordinate activities during emergency operations.

d. Carry out operations as directed by higher authority.

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e. Ensure higher authorities are kept informed of ongoing operations, the disaster's impact, and the command's ability to carry out assigned missions.

f. Collect, evaluate, and display pertinent information regarding emergency operations, resource status, and the status of subordinate activities.

g. Monitor and control emergency preparations and the deployment of disaster recovery forces.

h. Implement mass evacuation plans if required, and coordinate and control evacuation operations.

i. Maintain control of all activities remaining on station.

j. Effect the quickest possible recovery from an emergency in order to resume assigned missions.

k. Assess the needs of the civilian community and attempt to provide resources to mitigate loss of life and significant property damage, mission priorities permitting.

#### 4. Location

a. Primary: Building N-26  
Alternate: Building CEP-161

b. The OPCON will be initially established at the primary location unless events prohibit or impair effective operations.

c. If, during emergency operations, events prohibit or impair continued operations at the primary site, the command center will transfer to the alternate location.

#### 5. Organization

a. Initial Watch Organization - In the event of an emergency, all personnel listed below, or a designated representative, will report to COMNAVREG MIDLANT OPCON for an initial briefing.

(1) Director of Operations

(2) Disaster Preparedness Program Manager

(3) Public Affairs Officer (PAO)

(4) Director of Security

(5) Director, Navy Family Services Center (as required).

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- (6) Navy Public Works Center (PWC), Norfolk (as required)
- (7) Naval Medical Center, Portsmouth (as required)
- (8) Naval Station Norfolk (as required)
- (9) Current Operations Officer
- (10) LANTNAVFACENGCOM (as required)
- (11) Legal Officer
- (12) Chaplain (as required)
- (13) Communications Officer (as required)
- (14) Logistics/Supply Officer
- (15) Radio Operator
- (16) Yeoman/Messenger
- (17) Plotter
- (18) Regional Bachelor Housing Director (as required)
- (19) Regional Food Service Director (as required)

b. Follow-on Watch Organization - Each watch section will consist of a watch commander, radio operator, and other personnel as required.

#### 6. Responsibilities

##### a. General

(1) Due to the expected high level of activity, it is imperative that all members of the watch organize their work effectively, and coordinate with other members of the watch with respect to actions taken.

(2) Determine and execute proper actions and responses to action items.

(3) Maintain a quiet and alert watch.

(4) Stay apprised of the status of ongoing action items.

(5) Watchstanders will maintain a log of all critical events and pass it to their reliefs.

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b. Specific

(1) Director of Operations

- (a) Serve as OPCON Watch Commander.
- (b) Supervise watchstanders and augment from other staff departments and/or commands, as necessary.
- (c) Keep COMNAVREG MIDLANT informed of actions taken.
- (d) Establish priorities for response efforts.
- (e) Coordinate all response activities.

(2) Disaster Preparedness Program Manager

- (a) Serve as Deputy OPCON Watch Commander.
- (b) Monitor and coordinate the disaster response organization.
- (c) Maintain liaison with local, state, and federal emergency agencies.
- (d) Serve as a point of contact for all requests for support from civilian agencies.
- (e) Ensure the command center is maintained in an operational status.

(3) Public Affairs Officer (PAO)

- (a) Prepare and coordinate all press releases with the OPCON Watch Commander.
- (b) Serve as an advisor to the Watch Commander on all matters relating to public affairs.
- (c) Coordinate assistance to, and escort for, news representatives.

(4) Regional Security Program Manager

- (a) Serve as the interface for the Navy Police, Security, and EOD forces.
- (b) Advise the OPCON Watch Commander regarding the availability of security forces, current/proposed security posture, NCIS/FBI involvement, and local law enforcement activities.



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(5) Navy Family Services Center Regional Director or Designated Representative

(a) Serve as an advisor to the Watch Commander on all matters involving humanitarian services and referrals to appropriate resources to support disaster victims.

(b) Coordinate with other agencies for humanitarian service assistance.

(6) PWC Norfolk Representative

(a) Serve as interface with PWC.

(b) Advise the OPCON Watch Commander on real property damage assessments and recovery operations.

(c) Advise the OPCON Watch Commander on the availability of emergency water, electricity, sanitation facilities, and fuels.

(7) Naval Medical Center (NMC), Portsmouth Representative

(a) Serve as an interface between NMC Portsmouth and local medical facilities.

(b) Advise the OPCON Watch Commander regarding medical emergency situations, environmental health matters, and the availability of medical response teams.

(c) Keep the OPCON Watch Commander informed of actions taken.

(8) Naval Station Norfolk Representative

(a) Serve as an advisor and coordinator to the Watch Commander on all related matters involving NAVSTA Norfolk.

(9) Current Operations Officer

(a) Identify personnel for the OPCON watch, and submit watchbill to the Director of Operations for approval.

(10) LANTNAVFACENGCOM Representative

(a) Serve as an advisor and coordinator to the Watch Commander on all related matters involving LANTNAVFACENGCOM.

(11) Legal Officer

(a) Serve as liaison/advisor regarding legal support.

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(b) Assess legal ramifications of response requirements and operations and maintain accurate log of all critical events.

(c) Establish procedures to document all physical evidence and a claims processing facility (if required).

(d) Establish channels for coordination of technical legal matters with higher headquarters and principal legal advisors from other federal departments and agencies.

(12) Chaplain

(a) Serve as liaison/advisor to OPCON Watch Commander on all religious matters.

(b) Coordinate the aid of civilian clergy for the support of the injured at civilian hospitals.

(c) Coordinate chaplain services and assistance to disaster victims.

(13) Communications Officer

(a) Coordinate frequency usage of all response organizations.

(b) Locate secure voice equipment and establish secure radio comms, as required.

(c) Be prepared to request additional assets for telephone/radio/TV, secure and non-secure comms.

(d) Interface with commercial capabilities.

(14) Logistics/Supply Officer

(a) Serve as liaison with external supply activities and the Navy Exchange in contracting for and providing goods and services to support personnel and disaster victims.

(b) Collect, advise, and display the availability of necessary support equipment.

(c) Assist in identifying material and equipment required for rescue and recovery operations.

(15) Radio Operator

(a) Assist OPCON Watch Commander in maintaining radio communications between OPCON personnel and response organizations.

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## (16) Yeoman/Messenger

(a) Deliver messages in the event of a radio or telephone communications failure and assist where needed in the OPCON.

## (17) Plotter

(a) Assist the OPCON Watch Commander in maintaining a current status of damage and functional team locations.

## (18) Regional Bachelor Housing Director

(a) Identify and coordinate berthing accommodations for all ALFA personnel only.

(b) Establish and operate a temporary shelter in the event that barracks accommodations are not available.

## (19) Regional Food Service Director

(a) Identify alternate feeding stations if galley facilities are not available and in addition to galley facilities for designated personnel.

7. Selected personnel from various staff offices may be directed to augment the OPCON watch, as the situation requires. If the situation dictates, OPCON watchstanders may be required to remain on base until recovery operations are completed. All watchstanders are directed to prepare for the safety of their families and property in the event of emergency operations.

APPENDICES

- 1 - OPCON Watch Staff Checklists
- 2 - Operational Control Center Equipment Requirements



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APPENDIX 1 TO ANNEX HOPCON WATCH COMMANDER CHECKLIST

<u>ACTION</u>	<u>COMPLETED</u>
1. Obtain general brief of situation.	_____
2. Request damage assessment.	_____
3. Assess post-disaster capabilities.	_____
4. Convene OPCON staff meeting for detailed briefing.	_____
5. Review and approve ongoing actions.	_____
6. Ensure Joint Information Center (JIC) is established by the PAO.	_____
7. Establish priorities for response efforts.	_____
8. Coordinate, review and approve public information news releases.	_____
9. Receive briefing on key local, state and federal government representatives and state military leaders.	_____
10. Ensure essential and situation reports are communicated to the chain of command.	_____
11. Ensure watchstanders maintain an accurate log of critical events.	_____
12. Coordinate all response activities.	_____
13. Keep COMNAVREG MIDLANT informed of actions.	_____
14. Request status of recovery teams:	
a. Medical	_____
b. Damage Assessment	_____
c. Security	_____
d. Transportation	_____
e. Search and Recovery	_____
f. Other_____	_____

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15. Request casualty count of dead and injured through  
SOPA (ADMIN) subareas. \_\_\_\_\_
16. Ensure communications are maintained with SOPA(ADMIN)  
subareas. \_\_\_\_\_
17. Request separate funding code for disaster operations  
from N5. \_\_\_\_\_
18. Determine if outside assistance is required:
  - a. Military \_\_\_\_\_
  - b. Civilian \_\_\_\_\_
19. Determine the need for, and ensure establishment of,  
humanitarian services. \_\_\_\_\_
20. Direct activation and stocking of shelters, if  
required. \_\_\_\_\_
21. Ensure civil authorities are notified for the  
protection of public health and safety. \_\_\_\_\_

Note: For WMD or NBC incidents, implement procedures and checklists from  
Appendix 8 to Annex E.

**23 NOV 1999**DEPUTY OPCON WATCH COMMANDER CHECKLIST

<u>ACTION</u>	<u>COMPLETED</u>
1. Initiate recall or assembly of response personnel/equipment.	_____
2. Contact authorities on-scene, if possible, for additional information.	_____
3. Ensure arrangements are being made for required logistics support; i.e. vehicles, equipment, billeting, aircraft, etc.	_____
4. Operate the command center and represent the Watch Commander as needed. Serve as Deputy Watch Commander.	_____
5. Identify civil and military forces already engaged in emergency operations and assess their capabilities and limitations.	_____
6. Establish procedures for collecting post-disaster damage reports.	_____
7. Determine what actions have been taken to treat, identify, and evaluate casualties.	_____
8. Conduct environmental assessments (when required).	_____
9. Ensure necessary reports are developed and released by the Watch Commander.	_____
10. Keep the National Military Command Center (NMCC), CINCLANTFLT, and COMNAVREG MIDLANT informed.	_____
11. Seek the assistance and cooperation of state and local authorities, when required.	_____
12. Ensure existing communications equipment is operational.	_____
13. Establish procedures for providing emergency sanitation facilities, electrical power, and water.	_____
14. Ensure SOPA ADMIN Subareas and subordinate commands are kept advised of ongoing actions.	_____
15. Determine priorities for the use of existing communications.	_____

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16. Ensure all watchstanders are familiar with their duties and responsibilities. \_\_\_\_\_
17. Ensure efficient control of available resources. \_\_\_\_\_
18. Establish a 24-hour watch bill. \_\_\_\_\_
19. Advise the Watch Commander on climatic conditions that might affect recovery. \_\_\_\_\_
20. Phone numbers:

NMCC \_\_\_\_\_

CINCLANTFLT \_\_\_\_\_



**F3 NOV 1999**PUBLIC AFFAIRS CHECKLIST

<u>ACTION</u>	<u>COMPLETED</u>
1. Establish communications with the CINC PAO.	_____
2. Prepare and coordinate all press releases with the OPCON Watch Commander.	_____
3. Coordinate VIP visits.	_____
4. Advise the Watch Commander on all matters pertaining to public affairs.	_____
5. Maintain an accurate log of events and actions taken.	_____
6. Coordinate audio/visual coverage and documentation of recovery operations.	_____
7. Ensure JIC is established (if required).	_____

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**7 3 NOV 1999**SECURITY REPRESENTATIVE CHECKLIST

<u>ACTION</u>	<u>COMPLETED</u>
1. Interface with police, security, and EOD forces.	_____
2. Advise the OPCON Watch Commander regarding the availability of security forces, current and proposed security posture, FBI and NCIS involvement, and local police activities.	_____
3. Coordinate and advise the OPCON Watch Commander regarding bomb threats and terrorist incidents.	_____
4. Collect, advise and display the status of the roads and highways.	_____
5. Maintain an accurate log of events and actions taken.	_____
6. Coordinate base traffic to expeditiously move personnel and supplies.	_____
7. Ensure base housing areas are alerted to impending situations.	_____
8. Coordinate and advise the OPCON Watch Commander of the status of evacuation of disaster areas and the establishment of entry control points.	_____
9. Coordinate and ensure critical resources are provided adequate protection.	_____

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REGIONAL DIRECTOR NAVY FAMILY SERVICE CENTER CHECKLIST

<u>ACTION</u>	<u>COMPLETED</u>
1. Advise the OPCON Watch Commander of the number and status of disaster victims requiring humanitarian services.	_____
2. Coordinate with other agencies for humanitarian services assistance.	_____
3. Provide 24-hour information referral and support to callers to publicized 1-800-numbers and existing Family Service Center lines. Coordinate with designated PAO to obtain current information authorized to be released to callers.	_____
4. Equip and operate a Family Assistance Center (FAC) to provide a place for families of victims to gather, receive counseling, crisis intervention, and other support.	_____
5. Coordinate Humanitarian action response support of Hampton Roads FSCs, other participating DoD/DoN Family Service Centers, and organizations such as Red Cross, Navy-Marine Corps Relief Society, USO, Armed Forces YMCA, Navy League, Salvation Army, CACOs, Chaplains, Legal Services Offices, and Personnel Support Activities.	_____
6. Liaison with other government and community resources for assistance in response to needs of families of victims, i.e., hotel accommodations, respite care, travel arrangements, etc.	_____
7. Manage volunteers and other types of assistance offered by community organizations and private citizens.	_____
8. Document all calls, donations, assistance given, and actions taken. Keep record of the identity and whereabouts, as they become known, of families affected by the crisis.	_____

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PUBLIC WORKS CENTER REPRESENTATIVE CHECKLIST

<u>ACTION</u>	<u>COMPLETED</u>
1. Serve as liaison/advisor regarding PWC support.	_____
2. Collect, display, and advise the Watch Commander on the availability of emergency water, electricity, sanitation facilities, and fuels.	_____
3. Advise the Watch Commander on real property damage assessment and recovery operations.	_____
4. Coordinate procedures to ensure maximum protection of critical facilities.	_____
5. Collect and display available transportation and construction equipment.	_____
6. Advise the Watch Commander of the availability of specialized teams and key points to shut down utilities/phones and provide damage repair.	_____
7. Coordinate with the Medical and Family Services representatives on transportation requirements for disaster victims.	_____
8. Coordinate the installation of additional phones as requested.	_____
9. Advise the OPCON Watch Commander on:	
a. Topping off fuel tanks on emergency generators.	_____
b. Water storage for post-disaster use.	_____
c. Shutting off gas lines.	_____
d. Extinguishing flames in heat plants and oil burners.	_____
e. Shutting off and draining of above ground fuel tanks.	_____
f. Shutting off of non-essential utilities.	_____
g. Protection of base utilities.	_____
10. Coordinate project design and contract release for emergency repairs.	_____

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11. Identify and advise OPCON Watch Commander on limiting factors, i.e., shortage of materials, craftsmen, equipment, etc. \_\_\_\_\_
12. Collect and advise OPCON Watch Commander on the availability/capability of civilian contractors. \_\_\_\_\_



**F 3 NOV 1999**NAVMEDCEN PORTSMOUTH REPRESENTATIVE CHECKLIST

<u>ACTION</u>	<u>COMPLETED</u>
1. Interface with NAVMEDCEN Portsmouth and local medical facilities.	_____
2. Advise the OPCON Watch Commander on the disposition of casualties.	_____
3. Coordinate with Public Affairs for the release of information regarding casualties.	_____
4. Collect, advise, and display availability of medical response teams.	_____
5. Maintain an accurate log of critical events.	_____
6. Collect, advise, and display status and number of casualties.	_____
7. Advise the OPCON Watch Commander on food and water contamination.	_____
8. Coordinate medical evacuation efforts.	_____
9. Coordinate and assist in establishing an auxiliary medical treatment facility (if required).	_____
10. Coordinate and assist in providing personnel for duty as litter bearers.	_____
11. Serve as liaison/advisor regarding medical matters.	_____

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**7 3 NOV 1999**LEGAL REPRESENTATIVE CHECKLIST

<u>ACTION</u>	<u>COMPLETED</u>
1. Assess legal ramifications of response requirements and operations and advise OPCON Watch Commander.	_____
2. Coordinate the establishment of a claims processing facility, if required.	_____
3. Establish procedures to document and safeguard all physical evidence.	_____
4. Coordinate with Public Affairs on news releases.	_____
5. Establish channels for coordination of technical legal matters with higher headquarters and principal legal advisors from other participating federal departments and agencies.	_____
6. Maintain accurate log of critical events.	_____
7. Serve as liaison/advisor regarding legal support.	_____

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CHAPLAIN CHECKLIST

<u>ACTION</u>	<u>COMPLETED</u>
1. Coordinate the aid of civilian clergy for the support of the injured at civilian hospitals.	_____
2. Coordinate with the medical personnel for providing religious services.	_____
3. Coordinate chaplain services and assistance to disaster victims.	_____
4. Serve as liaison/advisor to the OPCON Watch Commander on all religious matters.	_____

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COMMUNICATIONS OFFICER CHECKLIST

<u>ACTION</u>	<u>COMPLETED</u>
1. Locate (earmark) secure voice equipment.	_____
2. Interface with commercial capabilities.	_____
3. Establish secure radio comms, as required.	_____
4. Be prepared to request additional assets for telephone/radio/TV, secure and non-secure comms.	_____
5. Coordinate frequency usage of all response organizations.	_____
6. Coordinate additional communications assets as required.	_____

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LOGISTICS/SUPPLY CHECKLIST

<u>ACTION</u>	<u>COMPLETED</u>
1. Collect, advise, and display the availability of:	
Tents	_____
Bedding	_____
Meals, Ready-to-Eat (MREs)	_____
Personal field equipment (foul/cold weather gear)	_____
Hand tools	_____
Equipment for field kitchens	_____
2. Collect, advise, and display the availability of:	
Plywood (all sizes)	_____
Tarpaulins	_____
Plastic sheeting	_____
Extension cords	_____
Emergency lighting	_____
Batteries (all sizes)	_____
3. Serve as liaison to assist in contracting for, and providing goods and services to support personnel performing recovery operations, as required.	_____
4. Assist in identifying material and equipment required for rescue and recovery operations.	_____
5. Serve as liaison with external supply activities and the Navy Exchange/Commissary if supplies are required from these sources.	_____



**3 NOV 1999**APPENDIX 2 TO ANNEX HOPERATIONAL CONTROL CENTER EQUIPMENT REQUIREMENTS

## Nautical Charts (Laminated)

North Atlantic (12)

West Atlantic (124)

Central Atlantic (120)

Atlantic Coast: Cape May to Cape Hatteras (12XCO - 12200)

## Maps

Base Map(s) (Laminated)

Topographic Map

State maps with military installation locations indicated

## Communications Equipment

Cellular Phone(s)

Telephones

Walkie-talkies with Charger

## Furniture

Desks

Tables

Chairs

## Coffee Mess

Styrofoam Cups

## Office Supplies

File Folders

Pens/Pencils

Grease Pencils

Rulers

Lined Paper Pads

Dry Markers

Rags/Erasers

Stapler

Paper Clips

2-Hole Punch

3-Hole Punch

Clip Boards

Scotch Tape with Dispenser

Dry Marker Board (Magnetic)

## HF/UHF Radio Handsets

## Portable UHF Radios



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ANNEX ICOMMUNICATIONS

Ref: (a) OPNAVINST 2300.45A, Communication Equipment and Allowances  
(b) DOD Directive 4650.2, Military Affiliate Radio System (MARS)  
(c) NTP-8

1. Purpose. This annex provides for emergency communications in support of the DPRP. Communications set forth will be utilized when it is determined that an emergency condition exists or when one is anticipated. It provides for the operation and supervision of emergency communications during emergencies.

2. General

a. It is the policy of the CNO, as stated in reference (a), that telecommunications support of the Navy disaster recovery operations shall be derived from the following sources:

- (1) Common user networks (DSN/AUTOVON, AUTODIN, etc.).
- (2) Appropriate dedicated networks.
- (3) Navy/Marine Corps Military Affiliate Radio System (MARS) under the provisions of references (b) and (c).
- (4) Commercial Telephone and Teletypewriter Exchange (TWX) facilities.
- (5) Naval Reserve training communications facilities.
- (6) Mobile/transportable contingency communications facilities.

b. Reference (a) directs that, except as provided for in subparagraphs (3) and (4) below, telecommunications systems, facilities, and networks will not be established or maintained with the primary purpose of support for Navy disaster preparedness and recovery operations.

c. Planning should emphasize the use of telephones/facsimile machines as the primary means of communications with radios as alternates in case telephone communications are lost.

d. Planning should include using runners/messengers in the event telephone and radio use is not possible.

3. Operations

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a. This plan considers disaster recovery operations in support of many possible emergency situations that vary widely in scope and urgency. In local disaster situations, it is likely existing communications capabilities within the COMNAVREG MIDLANT AO will not be affected, or communications casualties will be so slight that implementation of emergency communications procedures will be unnecessary. On the other hand, a civil defense emergency or major natural disaster involving widespread destruction throughout the geographical area might result in serious casualties to, or even a total loss of, existing communications facilities.

b. In the conduct of operations in connection with any type of emergency, essential communications should be accomplished through the most effective means available. Unnecessary and complicated communications requirements should be avoided in the interest of rapid transmittal and the receipt of vital information. In consonance with this rationale, the COMNAVREG MIDLANT disaster organization will utilize:

(1) COMNAVREG MIDLANT Command Net (HECKLAR) for command and control.

(2) Communications sources listed in paragraph 2a.

c. Commands listed in Appendix 1 to this Annex will have the capability to communicate with COMNAVREG MIDLANT on the Command and Control Net (HECKLAR). Those out of range or not equipped with HECKLAR should have alternative methods of communication.

d. Activities required to have the COMNAVREG MIDLANT Command and Control Net (HECKLAR) will ensure that only the CO, XO, Base Duty Officer (BDO), Security Officer, Disaster Preparedness Coordinator (DPC), and Command Emergency Communications Center (ECC)/Emergency Operations Center (EOC) are on the net.

e. Activities will guard the Command Net or alternate method during all disaster situations and when directed.

f. Personnel will use their assigned activity call sign when communicating via the HECKLAR Command Net.

#### APPENDICES

- 1 - Command and Control Net (HECKLAR)
- 2 - MARS Stations

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APPENDIX 1 TO ANNEX ICOMMAND AND CONTROL NET (HECKLAR)

The following table lists commands required to cover the Command and Control Net (HECKLAR) or maintain other means of radio communication with COMNAVREG MIDLANT.

<u>Command</u>	<u>Call Sign</u>
Sewells Point Police Precinct	Use Police Call Signs
Navy Public Works Center, Norfolk	HECKLAR PWC
Naval Station, Norfolk	HECKLAR NAVAL STATION
Naval Air Station, Oceana	HECKLAR OCEANA
LANTFLT Headquarters Support Activity	HECKLAR HSA
Naval Amphibious Base, Little Creek	HECKLAR LITTLE CREEK
Norfolk Naval Shipyard, Portsmouth	HECKLAR SHIPYARD
Naval Security Group Activity, Northwest	HECKLAR NORTHWEST
Fleet Combat Training Center, Dam Neck	HECKLAR DAM NECK
Naval Medical Center, Portsmouth	HECKLAR MEDICAL CENTER
Naval Weapons Station, Yorktown	HECKLAR YARDMARKER

ADDITIONAL COMMUNICATIONS CAPABILITIES AT COMNAVREG MIDLANT OPERATIONS CENTER

<u>NET</u>	<u>Channel/Frequency</u>
FM Tactical	30.50 - 75.50 MHZ
Marine	CH 1 - 88
CB	CH 1 - 40
NAVORDCOM	Movement Common, Movement NAS
	Movement Yorktown, Movement Pier
	155.400 MHZ
Tidewater Emergency Communications	453.800 MHZ
Area Police (TECAP)	
Naval Base Police	Primary and alternate
VHF	TBA
UHF	TBA
HF	TBA





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APPENDIX 2 TO ANNEX IMARS STATIONS

Ref: (a) DOD Directive 4650.2, Military Affiliate Radio System (MARS)

1. General. The mission of MARS is to provide DON-sponsored emergency communications on a local, national, and international basis as an adjunct to normal naval communications. To accomplish this, MARS will provide auxiliary communications to military, civil, and/or disaster officials during periods of emergency. They will also have the capability to assist in effecting normal naval communications under emergency conditions.



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ANNEX JDISASTER EVACUATION PLAN

1. General. The threat of a disaster to installations/activities requires the development of an evacuation bill. The bill should depict evacuation routes and notification procedures.

2. Action. Each activity will develop and implement a disaster evacuation plan to ensure the rapid, safe, and orderly evacuation of personnel from buildings and spaces under their cognizance.

a. In the event of hurricanes, standard procedure is to sortie ships and evacuate aircraft to safe areas. Navy housing family members of deployed ships/squadrons and sortied units are left behind to individually prepare for potential storm damage. Ready response work teams from personnel ashore must be available before, during, and after a hurricane strike to assist these families in order to provide them improved security and safety.

b. COMNAVREG MIDLANT is the regional disaster coordinator for the Hampton Roads area. This instruction assigns DON activity commanders responsibility for disaster protection planning and execution for the assigned AO. Within this concept, teams specifically ready to assist in Navy housing areas must be identified and designated prior to the onset of destructive weather or other impending disaster.

c. In order to ensure all housing areas in the Hampton Roads area are covered, the following assignments are made:

(a) LANTFLT HEDSUPPACT

- (1) WILLOUGHBY
- (2) NORFOLK (FLAG and 0-6 HOUSING)
- (3) NORFOLK CROSSING (CASTLE ACRES, NORWICH MANOR, QUEENSWAY) (NOTE: LANTFLT HEDSUPPACT ASSIST)
- (4) BEN MORRELL
- (5) AFSC HOUSING
- (6) SEWELLS POINT FLAG HOUSING

(b) NAVPHIBASE LITTLE CREEK

- (1) SANDPIPER CRESCENT
- (2) PORT LYAUTEY
- (3) GELA POINT

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- (4) SHELTON CIRCLE
- (5) BRADFORD COVE
- (6) BRADFORD POINT
- (7) OSPREY POINT
- (c) NAVSHIPYD NORFOLK
  - (1) STANLEY COURT
  - (2) OFFICER HOUSING (NAVSHIPYD NORFOLK)
- (d) WPNSTA YORKTOWN
  - (1) MASON ROW
  - (2) GARISONWAY
  - (3) HAMILTON REDOUBT
  - (4) COVENANT TRACE
  - (5) KISKIACH VILLAGE
  - (6) WOODBRIDGE CROSSING
- (e) NAVSECGRUACT NORTHWEST
  - (1) NORTHWEST HOUSING
- (f) NAS OCEANA
  - (1) WADSWORTH HOMES
  - (2) DAM NECK HOUSING
  - (3) NAS OCEANA MOBILE HOMES PARK
  - (4) "F" AVENUE

3. Emergency Shelters

a. NAVSTA Norfolk designated emergency shelters are buildings U-40 (primary) and O-26 (secondary).

b. Personnel residing off-base should be advised to check local newspapers, radio, and television for shelters nearest their home.

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ANNEX KEMERGENCY REPATRIATION PLAN

Ref: (a) COMNAVBASENORVA OPLAN 2100-90  
(b) DOD Directive 3025.14, Non-combatant Evacuation Operations  
(c) Presidential Executive Order 12656

1. Purpose. The purpose of this Annex is to provide guidance for processing repatriated United States citizens who may enter the country through a military installation and who may need assistance in reaching their final destination. References (a) and (b) provide specific guidance for the reception and onward movement of DOD noncombatants arriving at Navy facilities.

2. Situation. At any given time, large numbers of U.S. citizens are living, working, or traveling in foreign countries. The State Department is responsible for their protection and care. Situations such as political unrest, increasing international tensions, or widespread natural or technological disasters may require the immediate evacuation of these citizens to the United States with little or no preparation time. They may arrive at a military air terminal in need of financial aid, clothing, medical attention, assistance in obtaining transportation to their home destination, or temporary housing. The arrival of large numbers of evacuees needing such assistance could quickly exceed the capabilities of the federal and state agencies tasked to provide such assistance. While the State Department is responsible for planning and implementing mass repatriations, state and local governments are relied upon to provide the operational structures for the reception, temporary care, and onward transportation of the evacuees. The military point of entry may therefore need to respond to the needs of these evacuees until transportation and berthing can be arranged.

3. Organization

a. Repatriation is the overall responsibility of the federal government as set forth in reference (b). This executive order assigns responsibility for arranging the reception, temporary care, and onward transportation to their final destination of evacuees to the DHHS Office of Family Assistance. Other federal agencies assigned supporting roles include FEMA, the Public Health Service, Department of the Treasury, DOJ, DOT, HUD, and the Department of Agriculture. Non-government organizations providing support include the American Red Cross, the Salvation Army, the Seventh-Day Adventist Community Services, and the National Voluntary Organizations Active in Disaster members.

b. The State Department, Office of Social Services, has overall responsibility for the repatriation program. They are supported by other state agencies, which include the Department of Emergency

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Services, state police, the Department of Health, the Department of Housing and Community Development, the State Corporation Commission, the State Council of Higher Education, and the Department of Mental Health, Mental Retardation, and Substance Abuse Services.

#### 4. Tasks

a. Federal Agencies. The tasks of federal agencies assigned roles in the national repatriation plan are primarily those tasks that they perform on a routine basis. Differences exist because of the large number of individuals being processed. For the most part, the federal processing is accomplished prior to the individuals being released to the Emergency Processing Center.

#### b. Military Ports of Entry

(a) Will provide facilities for Emergency Processing Centers.

(b) Make local transportation resources available for emergency transportation between port(s) of entry, Emergency Processing Center(s), feeding and temporary lodging facilities, medical centers, and commercial transportation terminals.

(c) Provide backup support for security and law enforcement in coordination with port of entry security forces, the Department of State, DOD Police, and the FBI.

(d) Be prepared to respond to the needs of evacuees until transportation and berthing can be arranged.

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ANNEX LPERSONNEL POLICIES AND PROCEDURES

Ref: (a) OPNAVINST 3440.16C, Navy Civil Emergency Management Program  
(b) DODINST 1348.33, Military Awards Program

1. General

a. Purpose. This annex establishes personnel responsibilities and planning guidance for military forces tasked to assist civil authorities within COMNAVREG MIDLANT's AO in accordance with reference (a).

b. Concept of Personnel Support

(1) Personnel requirements will be based on the minimum support necessary to effectively and efficiently accomplish the assigned mission tasks.

(2) The composition and strength of military forces to accomplish assigned tasks will vary based on requirements identified by civil authorities and as directed by COMNAVREG MIDLANT. Each commanding officer will be responsible for providing or arranging for the support of the command's forces.

(3) Civilian resources will be used first to support civilian requirements. Military personnel will be used only when civilian resources are unavailable or insufficient to satisfy the requirement. Use of military personnel to satisfy civilian requirements will be temporary in nature, and will terminate as soon as civilian resources are available, both to conserve military resources and to avoid infringement on other government agencies and municipalities.

2. Personnel Policies and Procedures

a. General Guidance. Except as provided herein, personnel support will be IAW current personnel policies and procedures.

b. Special Guidance(1) Casualty Reporting

(a) Casualty reporting will be in accordance with current directives.

(b) Standard unit casualty reporting procedures will be used.

(2) Decorations and Awards

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(a) Provisions of appropriate service regulations apply.

(b) The authority for the Joint Service Commendation Medal will be as stated in reference (b).

c. Responsibilities. Installation commanders will:

(1) Prepare assigned and attached forces for possible MSCA missions on order.

(2) Establish Lines of Communication (LOC) to assist the Joint State Area Commands (JSAC).

(3) Ensure that the required reports are completed and submitted IAW Annex R of this instruction.

(4) Coordinate and exchange personnel information with the appropriate local, state, and federal field level agencies and with all military installations located within the state's boundaries.

(5) Upon mobilization, provide liaison with the state government to coordinate MSCA missions.

(6) Ensure that required personnel support is provided to forces passing through or operating in an installation's AO.

(7) Respond to requests for emergency personnel assistance from adjacent installation commanders to support MSCA efforts.

(8) Provide support to employed forces as directed.

(9) Provide information on availability of personnel as requested by the Defense Coordinating Element (DCE) and the JSAC.



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ANNEX MPARTICIPATION OF CIVILIAN PERSONNEL

Ref: (a) DOD Directive 1400.31, DOD Civilian Work Force Contingency and Emergency Planning Execution  
(b) OPNAVINST 3440.16C, Navy Civil Emergency Management Program  
(c) FPM (Supplement 910-1), Federal Procurement Manual

1. General

a. Purpose. This annex provides guidelines for receiving assistance from civilian personnel in disaster control and emergency recovery actions.

b. Concept of Personnel Support. DOD and DON policy, per references (a) and (b), encourages the use of volunteer civilian employees for active participation in disaster control, emergency recovery, and special team (i.e. CBR) actions.

(1) Both volunteer agreements and adequate training and exercise evaluations should support pre-emergency planning for the use of civilian employees to augment military teams, or to field additional teams. Naval Reservists may also volunteer for disaster preparedness programs, and should also be covered by previous agreements and any requisite approvals.

(2) Volunteers should be considered for use first in their areas of expertise, especially for those teams where their normal work assignments would support and augment their proposed DP team assignment. If they are needed elsewhere, other assignments (with appropriate training) should be offered to any volunteers.

c. Specific Guidance

(1) Any civilian employee wishing to volunteer will file a Volunteer Agreement for Disaster Control and Emergency Recovery Operations. A sample agreement is provided in Appendix 1 to this Annex. This agreement may be altered as needed to fit the needs and requirements of specific installations.

(a) The utilization of civilian employees is governed by references (a) through (c).

(b) All activities will be governed by reference (c) when civilian volunteers agree to perform disaster control duties.

(c) Service to the Disaster Response Force in time of emergency is subject to the same control and disciplinary authority as exercised over non-combatant military personnel.

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(d) In recruiting Naval civilian personnel, all information concerning category, use status, benefits, training, mobilization, and pay as set forth in reference (c) will be carefully explained to each member in order that they are fully aware of their responsibilities and rights.

(e) Under emergency situations, a commanding officer may order any civilian employee to participate in emergency recovery operations.

(f) Civilian employees who are temporarily assigned by cognizant authority to engage in civil emergency operations will be exempted from normal work for as long as their service is required.

(g) During a civil emergency, civilian employees are entitled to the same pay they regularly receive, provided they occupy and perform their emergency duty assignments.

(h) Employees who fail to perform their assigned duties forfeit their right to pay during an emergency because of their failure to meet a condition of employment established by law and Executive Order, unless their failure to work is through no fault of their own.

(i) Employees who do not report for emergency duty when called will be carried in an "undetermined" status pending determination of their official status.

(2) Members of units of the Naval Reserve may be integrated into the Disaster Preparedness Organization (DPO) of the Naval Reserve Center to which they are attached.

(a) Naval Reserve forces and resources are considered part of the emergency recovery potential of Naval activities in cases of civil defense emergencies.

(b) Disaster preparedness planners should contact the Reserve Center commanders in their respective areas to identify potential resources in the event of an emergency, particularly with the idea of utilizing Reserve Naval Construction units, medical units and personnel, EOD units, Mobile Diving and Salvage units, and cargo handling units. These units provide an excellent source of highly skilled and motivated manpower, and would be extremely valuable in the disaster preparedness planning process.

(c) During peacetime, the emergent response required for natural or man-made disasters are such that Reserve Center Commanding Officers need to obtain signed volunteer agreements from individual reservists that signify that they volunteer as members of the DPO and agree to serve during times of emergency (see Appendix 2). Pay status

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and active duty time involved will be adjudicated after the emergency has subsided.

APPENDICES

- 1 - Civilian Volunteer Agreement for Disaster Preparedness Program
- 2 - Naval Reservist Volunteer Agreement for the Disaster Preparedness Program



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APPENDIX 1 TO ANNEX M

CIVILIAN VOLUNTEER AGREEMENT FOR DISASTER PREPAREDNESS PROGRAM

\_\_\_\_\_  
(DATE)

From: (Name, Civilian Grade, SSN of Volunteer)  
To: Commanding Officer, (Installation Name)

Subj: VOLUNTEER AGREEMENT FOR EMPLOYMENT IN THE DISASTER  
PREPAREDNESS ORGANIZATION

1. I do hereby volunteer as a member of the disaster preparedness organization and agree to serve in time of emergency.
2. I understand that this organization may be called upon to combat disasters in areas outside the installation boundary.
3. I understand that in order to terminate this, I must do so in writing.

\_\_\_\_\_  
(SIGNATURE OF VOLUNTEER)

Home Address/Telephone number  
Department/Code/Telephone number  
Supervisor/Telephone number

Original to:  
Volunteer's Civilian Personnel Department

Copy to:  
Disaster Preparedness Officer/Coordinator  
Civilian Volunteer



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APPENDIX 2 TO ANNEX M

NAVAL RESERVIST VOLUNTEER AGREEMENT  
FOR THE DISASTER PREPAREDNESS PROGRAM

\_\_\_\_\_  
(DATE)

From: (Name, Rate/Rank and SSN of Volunteer)  
To: Commanding Officer, (Installation Name)

Subj: VOLUNTEER AGREEMENT FOR EMPLOYMENT IN THE DISASTER  
PREPAREDNESS ORGANIZATION

1. I do hereby volunteer as a member of the disaster preparedness organization and agree to serve in time of emergency.
2. I understand that pay status and active duty time involved will be adjudicated after the emergency has subsided.

\_\_\_\_\_  
(SIGNATURE OF VOLUNTEER)

\_\_\_\_\_  
(SIGNATURE OF WITNESS)

Home Address (of volunteer)  
Home Telephone Number (of volunteer)  
Office Telephone Number (of volunteer)

Original to:  
Volunteer's Records

Copy to:  
Disaster Preparedness Officer/Coordinator  
Volunteer





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ANNEX NEMERGENCY SHELTER PROGRAM

Ref: (a) NAVFACNOTE 3050 OF 3 Jan 1984  
(b) SOPA (ADMIN) NORFOLKSUBAREAINST 3440.1B, Disaster Preparedness and Recovery

1. General. DOD activities are required to provide emergency shelters for all personnel normally on base and, where feasible and necessary, to include ALFA personnel. The original congressional requirement to stock shelters has been rescinded, and the shelter program is being revised. Reference (a) provides interim guidance until permanent instructions are issued. Reference (b) provides emergency shelter operations procedures for the Norfolk Naval Station complex.

2. Policy. COMNAVREG MIDLANT requires installation commanders to provide and designate emergency shelter for all ALFA personnel normally on military installations. Shelter plans must include identification of shelters, how they are to be marked (if permanent signs are not used), and the provisioning of shelters in a crisis situation.

3. Concept of Operations. Prior planning will greatly reduce the time required to open, stock, mark, and prepare shelters in case of emergency. Reference (a) provides commanders with necessary information to initiate shelter planning. Spaces for all persons normally present on base are to be identified. Emergency shelters will be used for protection from natural disasters, such as hurricanes and tornadoes, and hostile actions such as CBR incidents. Shelters must meet the standards set forth in reference (a) for CBR protection. Installations deficient in shelter space must plan for interim shelters. Short of a crisis, only no-cost measures will be implemented. Such measures include off-installation sites, upgrading existing structures, evacuation to other areas, or building expedient shelters. All planning should be based on 48 hours from authorized occupancy.

a. Stocking. Plans should include provisioning each shelter with food, water, medical, and sanitation supplies (see Appendix 1 for a suggested food list). Plans should detail which shelters are to receive what supplies from what source, who is responsible for moving them, what accounting procedures are necessary, and what physical security measures are required. Stocking will be accomplished at the direction of COMNAVREG MIDLANT, or the command/activity commanding officer, using supplies available at the installation (i.e. from the commissary, exchange, and messes). Emergency shelter stock plans should provide for the following items to be in the shelters:

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(1) Fire fighting equipment (e.g. non-toxic fire extinguishers).

(2) Rescue hand tools (in case it is necessary to force an exit from a damaged shelter, etc.).

(3) Emergency lighting system(s) and flashlights with batteries.

(4) Blankets, mats, cots, and bunks.

(5) Administrative supplies (e.g. paper, pencils, cards, etc.).

(6) Calendar, clock, thermometer, and psychrometer or hygrometer.

(7) Books and recreational materials.

(8) Hand-operated fans, if necessary, for ventilation.

(9) Cots and bunks, double or triple deck, if available.

b. Communications. Communications resources should be available at each shelter. These may include telephones, cellular telephones, two-way radios, and commercial broadcast receivers.

c. Medical/First Aid. Installations should plan for a first aid kit to be made up from available resources and distributed to each shelter during a crisis. Appendix 2 provides a recommended list of medical supplies. Where possible, medical personnel should be assigned to shelters with supplemental medical supplies provided.

d. Shelter Management. One shelter manager, with an appropriate number of alternates and assistants, will be appointed for each shelter and trained in shelter management. Each shelter with a capacity for forty or more persons should have a "Shelter Radiation Kit." Radiation kits will have one or more trained radiological monitors assigned. State emergency preparedness offices that are responsible for the periodic calibration and repair of these instruments provide radiation kits.

e. Shelter Markings. Shelters on or under the control of a military installation will have signs conspicuously posted indicating their location, and, where applicable, their limits. Fallout shelter or air raid shelter signs shall be replaced with signs reading "emergency shelter." These can be permanent or temporary signs that can be displayed during emergencies.

f. General Notice. A notice should be prepared in advance, ready for publication early in a crisis buildup, advising all persons who

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expect to take refuge in emergency shelters that they should be prepared to bring with them any special medicines or diet foods, blanket(s), a flash light, cups, eating utensils, a change of clothing, towels, soap, wash clothes, and any special elderly persons or infants requirements (e.g., reading glasses, diapers). It must not be assumed, however, that everyone needing such items will bring them in an emergency.

g. Shelter Management Information. Both general rules for shelter operation and special instructions for specific shelters should be prepared and distributed so as to be available in each shelter. The special instructions should include the capacity of the shelter, the number of occupants, the limits of the shelter area, its proposed layout, and the locations of communications facilities, emergency equipment, and cutoffs for utilities. Telephone directory and emergency communications procedures should be available. A copy of pertinent shelter data, including a floor plan, should be available at the nearest police, guard, rescue, and/or firefighting post.

h. Criteria. Facilities designated as emergency shelters should meet the following minimum standards:

- (1) Be of brick or masonry construction.
- (2) Provide personnel areas that are away from windows and doors.
- (3) Utilize finished floor(s) at least 15 feet above Mean Sea Level (MSL) for coastal areas and at least 15 feet above Flood Plain Level (FPL) for inland areas.
- (4) Provide toilet facilities.
- (5) Provide inside stairwells and ready access to exit(s).
- (6) Hazardous utility lines such as steam, gas, oil, etc., should not be located in or near the shelter unless provision is made to control such hazards by valving or other means.
- (7) At a minimum, shelters should have at least one unit of access and egress width for each 200 shelter occupants (a unit width is 22 inches, the space required for free travel of one column of people). In no case shall a single passage width be less than 24 inches, nor shall there be less than two widely separated means of egress. They shall be designated so that any normal size adult can readily enter or leave the shelter.
- (8) The following levels are deemed adequate for emergency lighting:
  - (a) Sleeping areas: 2-foot candles at floor level.

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(b) Activity areas: 5-foot candles at floor level.

(c) Administrative and medical areas: 20-foot candles at desk level.

(9) Electrical power may or may not be available from normal sources in a disaster situation. Therefore, where emergency power is available, it may be tied into shelters. Consideration should also be given to the use of local unit and installation portable emergency generators to provide power to shelters. Where such generators are included in shelter plans, the plans should also include 2 weeks' fuel supply and emergency refueling procedures for each generator and electrical tie-in of the generators to minimum essential operational and environmental circuitry. Wiring from the generators should be through a panel with a double-throw switch to service shelter circuits from either normal or emergency power. Simplified instructions should be provided and conspicuously marked wherever action will be required by the shelter occupants in order to activate an emergency power system. Shelter operating procedures are contained in reference (b).

APPENDICES

- 1 - Suggested Food Items
- 2 - Medical Kit

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APPENDIX 1 TO ANNEX N

SUGGESTED FOOD ITEMS

Canned Foods  
Vegetables  
Cereals  
Baked Goods  
Jams  
Cheeses  
Spreads  
Crackers  
Candies  
Juices  
Soft Drinks  
Bottled Water  
Evaporated Milk  
Dried Foods  
Powdered Beverages



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APPENDIX 2 TO ANNEX NMEDICAL KITCONTENTS OF MEDICAL KIT FOR EMERGENCY SHELTERS

Item Nomenclature	Unit of Issue	Type of Kit (# of people)	
		50	300
<u>Medication</u>			
Aspirin tablets USP, 5 gr., 1000s	Btl	1	6
Eugenol, USP, 1 oz. (toothache remedy)	Btl	1	18
Nose Drops, 1/2 oz.	Btl	3	18
Isopropyl alcohol N. F., 1 qt. (dilute for rubbing alcohol)	Can	1	6
Kaolin and pectin mixture dehydrated	Btl	3	1
Penicillin G. Tablets USP, 250,000 units, 100s	Btl	4	24
Petrolatum white USP, 1 lb. (petroleum jelly)	Can	1	3
Phenobarbital tablets USP, 1/2 gr., 1000s	Btl	1	6
Soap, surgical, 1-3/4 oz., with 2% Hexachlorophene (substitute for antiseptic solution)	Cake	6	36
Sodium Bicarbonate, 1 lb. (baking soda)	Can	1	2
Sodium Chloride, USP 1 lb. (table salt)	Can	1	2
Sulfadiazine tablets 7 1/2 gr., 500s	Btl	1	6
Sulfadiazine tablets 7 1/2 gr., 1000s	Btl	1	3

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Item Nomenclature	Unit of Issue	Type of Kit (# of people)	
		50	300
<u>Dressings</u>			
Bandage, gauze, roller, 2" x 6 yd., 12s	Pkg	1	6
Bandage, muslin, triangular, 37" x 37" x 52"	Ea	3	12
Cotton, purified, 1 lb.	Pkg	1	3
Pads, gauze, surgical, 4" x 4" -- 200s	Pkg	1	6
<u>Other</u>			
Applicator, wood, cotton tipped end, 1/12" x 6", 100s	Pkg	1	6
Depressor, tongue, wood, 100s	Box	1	3
Forceps	Ea	1	1
Pin, Safety, 1 1/2", 12s	Pkg	3	12
Scissors, Pocket	Ea	1	3
Thermometer, human, clinical, oral, stubby bulb with case	Ea	1	4
Cascara sagrada ext. tablets N.F., 4 gr., 100s	Btl	1	6
Water purification tablets Iodine, 50s	Btl	2	12
Syringe fountain, plastic and attachment	Ea	1	1
First Aid Handbook	Ea	1	1



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ANNEX OEMERGENCY WARNING SYSTEMS AND EMERGENCY INSTRUCTIONS  
TO DEPARTMENT OF THE NAVY (DON) PERSONNEL

Ref: (a) OPNAVINST 3050.19 (series)  
(b) 47 CFR, Part II, National Emergency Alert System (EAS)

1. Civil Defense Warning Signals/Systems

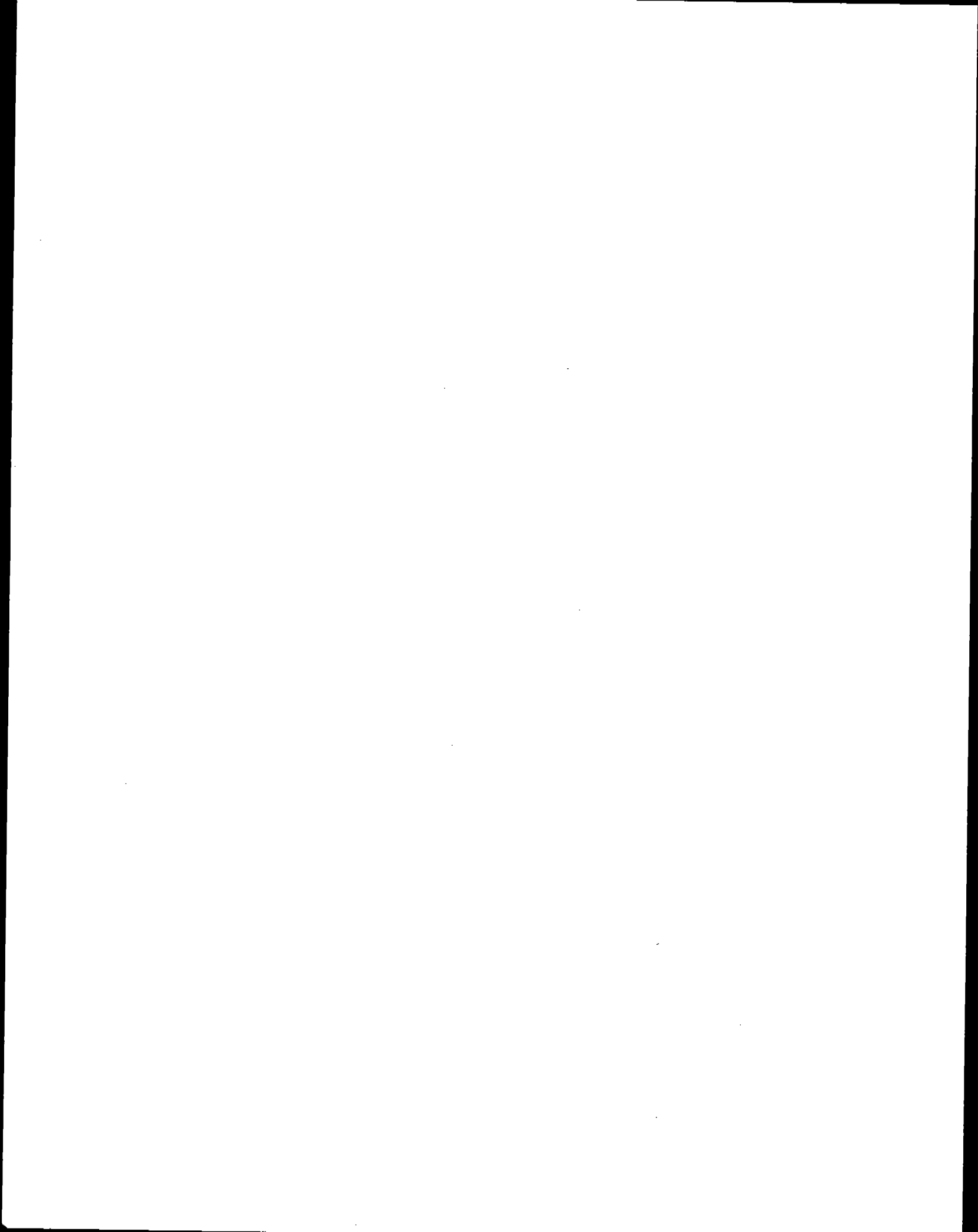
a. The following standard Civil Defense Warning Signals have been established for use throughout the United States and Canada. For additional information, see reference (a).

(1) Attack Warning Signal. A three to five minute wavering (wailing) tone heard on sirens, or a series of short blasts heard on horns or other appropriate signaling devices, repeated as necessary. This signal will mean that an actual attack against the United States (or Canada) has been initiated and detected and protective action should be taken immediately. As a matter of national civil defense policy, the Attack Warning Signal will be used for no other purpose, and will have no other meaning, than the above.

(2) Alert Signal. A three to five minute steady tone heard on sirens, whistles, horns, or other signaling devices. This signal may be used to get public attention in times of imminent peacetime emergencies, including "short fuse" types of disasters, such as tornadoes, flash floods, and seismic sea waves, in addition to any other meaning or requirement for action as determined by local government officials. This signal shall always mean to all persons in the United States, "Listen for essential emergency information." It should always be supplemented by public announcements giving specific emergency instructions. Principal means of communications for this purpose will be local radio broadcast stations, public address systems, and person-to-person contact.

(3) Emergency Alert System (EAS). The EAS replaced the Emergency Broadcast System (EBS) on 01 January 1998. EAS includes all of the elements of the prior EBS, plus communications media other than broadcast. The EAS has been devised to provide all levels of government with a means for authenticating and initiating Emergency Action Notifications, Terminations, Alerts, and Tests, and for providing expanded and more effective emergency communications with the general public. More detailed information on the EAS can be found in reference (b) and at Internet site [www.fcc.gov/cib/eas](http://www.fcc.gov/cib/eas).

b. Applicability. The signals described are prescribed for use by all Navy shore activities within the COMNAVREG MIDLANT AO.



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ANNEX PINSPECTIONS

1. Purpose. The purpose of a disaster preparedness inspection is to assess the readiness of COMNAVREG MIDLANT's Disaster Preparedness Organization to effectively utilize available assets to overcome a disaster and restore normal operations within the confines of the activity and local community. Inspections should, therefore, evaluate the adequacy of plans, the degree of training, and the readiness of equipment to be deployed.

2. Action. Inspections will be conducted randomly by COMNAVREG MIDLANT, or when directed by the PPA. The checklist, Appendix 1 to this Annex, lists minimum assets required and is designed to assist in inspections. It is not intended to be all-inclusive, and should be tailored to meet the needs of the command.

APPENDIX1 - Disaster Preparedness Inspection Checklist



**3 NOV 1999**APPENDIX 1 TO ANNEX PDISASTER PREPAREDNESS INSPECTION CHECKLISTINSTRUCTIONS FOR COMPLETING

1. If a particular question is not applicable, insert "NA" in the answer space.
2. Under some circumstances, an explanation is necessary to clarify answers. In such instances, use the "Remarks" space to explain or elaborate as necessary.
3. If additional space is needed for remarks, use plain white 8 1/2 x 11" sheets of paper.
4. Commands should tailor this checklist to meet their needs.
5. Enter any deficiencies, discrepancies, or shortfalls in the "Remarks" section, as well as additional requirements not specified elsewhere.

\_\_\_\_\_  
NAME OF ACTIVITY: \_\_\_\_\_

LOCATION: \_\_\_\_\_

INSPECTING PARTY: \_\_\_\_\_

DATE OF INSPECTION: \_\_\_\_\_

GENERAL INFORMATION - ACTIVITY

COMMANDING OFFICER: \_\_\_\_\_

DISASTER PREPAREDNESS OFFICER: \_\_\_\_\_

MONTHS IN BILLET: \_\_\_\_\_

TYPE OF DUTY ASSIGNMENT (circle one):    Primary            Collateral

LIST OF FORMAL TRAINING: \_\_\_\_\_

PERSONNEL STRENGTH:

OFFICER \_\_\_\_\_

ENLISTED \_\_\_\_\_

CIVILIAN \_\_\_\_\_

**3 NOV 1999**PART I -- DISASTER PREPAREDNESS PLANNINGITEMYESDATENO

- a. Has a Disaster Preparedness Plan (DPP) for the activity been published?
1. Is it complete?
2. Is it current?
3. Has it been distributed?
4. Effective date?
- b. What next higher plan does the activity plan support? \_\_\_\_\_
- c. Does the activity DPP include the following?
1. Command relationships?
2. Concept of operations (including priority recovery of own installation)?
3. Disaster control organization?
4. Action upon receipt of warning?
5. Continuity of operations?
- d. Does the activity plan include provisions for the following specific disasters?
1. Nuclear accident/incident?
2. Chemical and biological attack/incident?  
(NOTE: This includes contamination of water supplies.)
3. Civil disturbances?
4. Natural events such as flood, fire, winds, etc.?
- e. Does the plan provide for coordination with non-DOD agencies?
1. Federal?
2. State?
3. Local?
4. Private?
- f. Are adequate plans published which include precautionary measures to be taken to safeguard critical points of utility services in the event of an attack or other emergency, specifically:
1. Telephone exchanges?
2. Power plants?
3. Electric substations?
4. Water supply sources?
5. Water treatment plants?
6. Other utilities \_\_\_\_\_

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<u>ITEM</u>	<u>YES</u>	<u>DATE</u>	<u>NO</u>
g. Have adequate provisions been made for the following:			
1. Civil defense responsibilities?	_____	_____	_____
2. Support of other DON activities?	_____	_____	_____
3. Coordination with other services?	_____	_____	_____
4. Coordination of DPP with existing Navy Plans?	_____	_____	_____
h. Is the activity prepared to assume command responsibility of a higher echelon command during an emergency? Specify command: _____	_____	_____	_____
i. Has the activity made plans for assignment of one command responsibility to a subordinate command during emergency conditions? Specify command: _____	_____	_____	_____
j. Have adequate plans been developed for the permanent relocation of this command as part of a phased long-range program to assure continuity of operations?	_____	_____	_____
k. Have primary and alternate successors to command responsibility been established?	_____	_____	_____
l. To aid in the continuity of essential operations, have adequate repositories for essential documents been established?	_____	_____	_____
m. Have essential functions of the command that must be carried on been identified?	_____	_____	_____
n. Have essential functions of the command that may be added under disaster conditions been established?	_____	_____	_____
o. Are emergency shelters:			
1. Identified?	_____	_____	_____
2. Marked? (or are procedures in place to mark when needed?)	_____	_____	_____
3. Stocked? (or are procedures in place to stock when needed?)	_____	_____	_____
p. Are emergency shelter capabilities posted?	_____	_____	_____
q. Have shelter managers been:			
1. Designated?	_____	_____	_____
2. Trained?	_____	_____	_____
r. Have shelter utilization plans been developed and published?	_____	_____	_____

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ITEM

YES

DATE

NO

- s. Have plans been prepared for type and location of hasty shelters (slit trenches, sandbagging, etc.) to be constructed to meet an anticipated emergency?

\_\_\_\_\_

- t. REMARKS:



**3 NOV 1999**PART II -- ORGANIZATION

<u>ITEM</u>	<u>YES</u>	<u>DATE</u>	<u>NO</u>
a. Is a disaster preparedness personnel roster maintained?	_____	_____	_____
b. Has a Disaster Control Center (DCC) been established?	_____	_____	_____
c. Does the DCC provide for:			
1. Radio communications?	_____	_____	_____
2. Telephones?	_____	_____	_____
3. Emergency lighting?	_____	_____	_____
4. Plotting equipment and materials?	_____	_____	_____
5. First aid materials?	_____	_____	_____
d. REMARKS:			

**3 NOV 1999**PART III -- EQUIPMENT

<u>ITEM</u>	<u>YES</u>	<u>DATE</u>	<u>NO</u>
a. Is an attack warning system installed and working?	_____	_____	_____
b. Is an adequate fire alarm system installed and working?	_____	_____	_____
c. Have repair lockers been established and adequately stocked?	_____	_____	_____
d. Is emergency equipment considered adequate? (If not, indicate shortages under REMARKS)	_____	_____	_____
1. Portable generators?	_____	_____	_____
2. Portable pumps?	_____	_____	_____
3. Portable radios?	_____	_____	_____
e. Are established individual protective equipment allowances filled? Are allowances adequate? (If not, indicate shortages under REMARKS)	_____	_____	_____
f. If the activity individual protective equipment allowance is not filled, what percentage is on board? _____	_____	_____	_____
g. Is the on board individual protective equipment:			
1. Readily available?	_____	_____	_____
2. Inspected monthly?	_____	_____	_____
3. Properly stored?	_____	_____	_____
4. Properly maintained?	_____	_____	_____
h. Does the activity have an inventory of the following equipment and supplies for purposes of rapid assembly and distribution in case of an emergency:			
1. Construction equipment?	_____	_____	_____
2. Transportation equipment?	_____	_____	_____
3. Team (monitor-decontamination) equipment?	_____	_____	_____
4. Team (engineering-rescue) equipment?	_____	_____	_____
5. Fire fighting and specialized equipment?	_____	_____	_____
6. Medical supplies and equipment?	_____	_____	_____
7. Decontamination supplies?	_____	_____	_____
8. Decontamination vessels?	_____	_____	_____
9. Decontamination aircraft?	_____	_____	_____
10. Ordnance supplies?	_____	_____	_____
11. General emergency supplies (food, blankets, etc.)?	_____	_____	_____
12. Personnel protective clothing, equipment, and supplies?	_____	_____	_____

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<u>ITEM</u>	<u>YES</u>	<u>DATE</u>	<u>NO</u>
i. Are water supply pumping stations equipped with standby engine driven pumps?	_____	_____	_____
j. Are sanitary sewage systems equipped with standby engine driven pumps?	_____	_____	_____
k. Is communications equipment equipped with standby engine driven generators?	_____	_____	_____
l. Is engine driven standby electric power adequate for:			
1. Refrigeration?	_____	_____	_____
2. Emergency lighting?	_____	_____	_____
3. Emergency ventilation?	_____	_____	_____
4. Communications?	_____	_____	_____
5. Warning systems?	_____	_____	_____
m. Are procedures in place to relocate essential vehicles and/or equipment (refueling trucks, generators, and other essential equipment) to high ground or unaffected off-base areas?	_____	_____	_____
n. REMARKS:			

**3 NOV 1999**PART IV -- TRAININGITEM

- a. What percentage of command personnel have received basic disaster awareness and response training? MIL \_\_\_\_\_% CIV \_\_\_\_\_%
- b. Number of personnel who have received specialized disaster response training. MIL \_\_\_\_\_ CIV \_\_\_\_\_
- c. Number of personnel qualified in computing entry and stay times. MIL \_\_\_\_\_ CIV \_\_\_\_\_
- d. Give frequency and last date of the following drills:
- |                                      | <u>FREQUENCY</u> | <u>DATE</u> |
|--------------------------------------|------------------|-------------|
| 1. Natural disaster                  | _____            | _____       |
| 2. Disaster Control Center Operation | _____            | _____       |

ITEM

- |  | <u>YES</u> | <u>DATE</u> | <u>NO</u> |
|--|------------|-------------|-----------|
| e. What method of disaster training is currently in effect:                |            |             |           |
| 1. Movies?   | _____      | _____       | _____     |
| 2. Lectures?   | _____      | _____       | _____     |
| 3. Individual practical instruction?                                       | _____      | _____       | _____     |
| 4. Exercises?  | _____      | _____       | _____     |
| f. Are personnel informed about warning signals?                           | _____      | _____       | _____     |
| g. Are personnel informed of shelter locations?                            | _____      | _____       | _____     |
| h. Are personnel informed of shelter discipline?                           | _____      | _____       | _____     |
| i. Have first aid and fire fighting personnel received practical training? | _____      | _____       | _____     |

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ANNEX QPERIMETER AND INTERNAL PHYSICAL SECURITY OF NAVAL INSTALLATIONS  
AND FACILITIES DURING A CIVIL DISTURBANCE

- Ref: (a) COMNAVREG MIDLANT 5530XX, Draft Regional Anti-Terrorism/Force Protection and Physical Security Plan
- (b) DoD Directive 3025.12 (NOTAL), Military Assistance for Civil Disturbances (MACDIS)
- (c) USACOMINST 3440.1, USACOM Policy Directive for Military Support to Civil Authorities and Military Support for Civil Disturbances (MSCA/MACDIS)
- (d) USACOMINST 3440.2, USACOM Policy Directive for Lead Operational Authority (LOA) for Military Support to Civil Authorities and Military Support for Civil Disturbances (MSCA/MACDIS)

1. References (a) through (d) provide guidance to regional installations in response to civil disorder incidents. Security for regional installations is the responsibility of the Installation Commander and the Program Manager for Regional Public Safety through the installation's security department.

2. The Regional Program Manager for Public Safety, through the Regional Security Officer, will coordinate perimeter and internal security support to regional installations in the event of civil disorder within the COMNAVREG MIDLANT AO.



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ANNEX RCIVIL EMERGENCY ASSISTANCE REPORTS

Ref: (a) OPNAVINST 3100.6G, Special Incident Reporting (OPREP-3 NAVY BLUE and UNIT SITREP Procedures)  
(b) OPNAVINST 3440.16C, Navy Civil Emergency Management Program

1. Background. Reports contained in this annex are those required by references (a) and (b). Higher authority in the chain of command may require additional reports.

NOTE: Reporting described in this Annex does not abrogate the status of resources reporting under Joint Resource Assessment Data Base Report (JADREP), JCS Pub 6, Vol. II, Part 9, Chapter 1, Unit Status and Identity Report (UNITREP), NWP-10-1-11, and the Casualty Report (CASREP), NWP 1-03.1.

2. Mission. To provide for the rapid and accurate reporting of requests for, or employment of, DON resources in support of civil disaster.

3. Execution. This Annex gives tasked commanders a ready reference for easy preparation and submission of required reports.

a. Conduct of Operations

(1) Existing conditions permitting, reports will be submitted IAW Appendices 1 through 4 of this Annex.

(2) Time will be reported in Coordinated Universal Time (ZULU).

b. Tasks

(1) Regional Planning Agent. COMNAVREG MIDLANT, as RPA, will receive and coordinate all reports from shore activities within the AO during civil disasters, and ensure lateral communication support when necessitated by existing conditions.

(2) Sub-Regional Planning Agent

(a) Will establish civil disaster reporting procedures and policies for units located in assigned sub-regions.

(b) Will ensure reporting of civil disaster support for all units located in their assigned sub-regions, and consolidate reports for forwarding to RPA.

(c) Will relay reports from other sub-regions to higher headquarters when such support is requested.

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(3) COMNAVREG MIDLANT AO. All naval shore activities located within the COMNAVREG MIDLANT AO will comply with reporting requirements outlined in this Annex and Appendices.

APPENDICES

- 1 - OPREP-3 NAVY BLUE Report
- 2 - Civil Emergency Reporting (TEMPEST RAPID)
- 3 - Civil Disturbance Reporting (GARDEN PLOT)
- 4 - Civil Defense Reporting (TEMPEST CIDER)



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APPENDIX 1 TO ANNEX ROPREP-3 NAVY BLUE REPORT

Ref: (a) OPNAVINST 3100.6G, Special Incident Reporting (OPREP-3 NAVY BLUE and UNIT SITREP Procedures)

1. Situation

(a) General. OPREP-3 NAVY BLUE reports provide CNO and other naval commanders with information concerning incidents with potentially significant media or political interest that are also considered of high level Navy interest.

(b) The OPREP-3 NAVY BLUE report is used for reporting an extensive variety of accidents and incidents. For the purpose of this Appendix, scope is limited to the reporting of civil emergencies and disturbances, when naval assistance is provided or requested.

NOTE: The OPREP-3 reporting system provides for up-channel reporting. Therefore, the OPREP-3 report is required when commanders have initiated support operations, even at the request of higher authority.

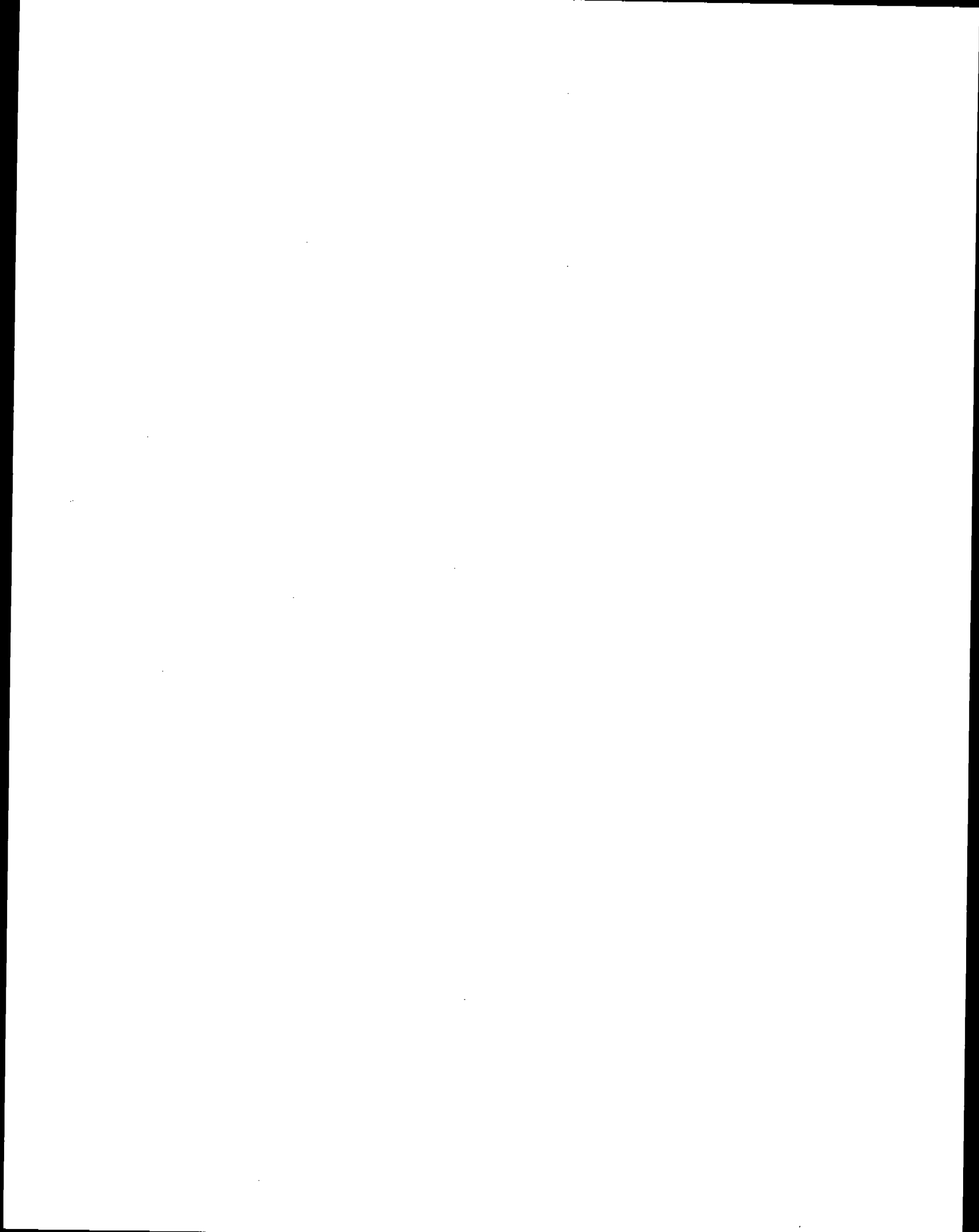
2. Execution. Reference (a) provides ready reference for the preparation and submission of OPREP-3 NAVY BLUE reports pertaining to the employment of naval resources in support of civil emergency/disturbance relief operations at the request of higher authority.

(a) Preparing Agencies. Any commander providing support or receiving requests for assistance in any type of natural or man-made civil disaster will prepare an OPREP-3 NAVY BLUE Report IAW reference (a).

(b) Frequency and Method

(1) Reports will be submitted IAW the frequency and method detailed in reference (a).

(2) Additional reporting requirements for naval support in the event of civil emergency and civil disturbance are detailed in Appendices 2 and 3 to this Annex.



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APPENDIX 2 TO ANNEX RCIVIL EMERGENCY REPORTING (TEMPEST RAPID)

Ref: (a) OPNAVINST 3100.6G, Special Incident Reporting (OPREP-3 NAVY BLUE and UNIT SITREP Procedures)

1. Situation. All DON assistance provided in support of civil emergencies and requests for such from local authorities must be reported up Navy channels via OPREP-3 NAVY BLUE reports IAW reference (a).

2. Concept of Operations. Any commander, upon receipt of a request for support from civil authorities, shall immediately notify higher Navy, Army, and unified commands of the request. The following reports will be submitted using the OPREP-3 NAVY BLUE reporting system.

(a) Initial Report. All initial up-channel reporting will be via an OPREP-3 NAVY BLUE report.

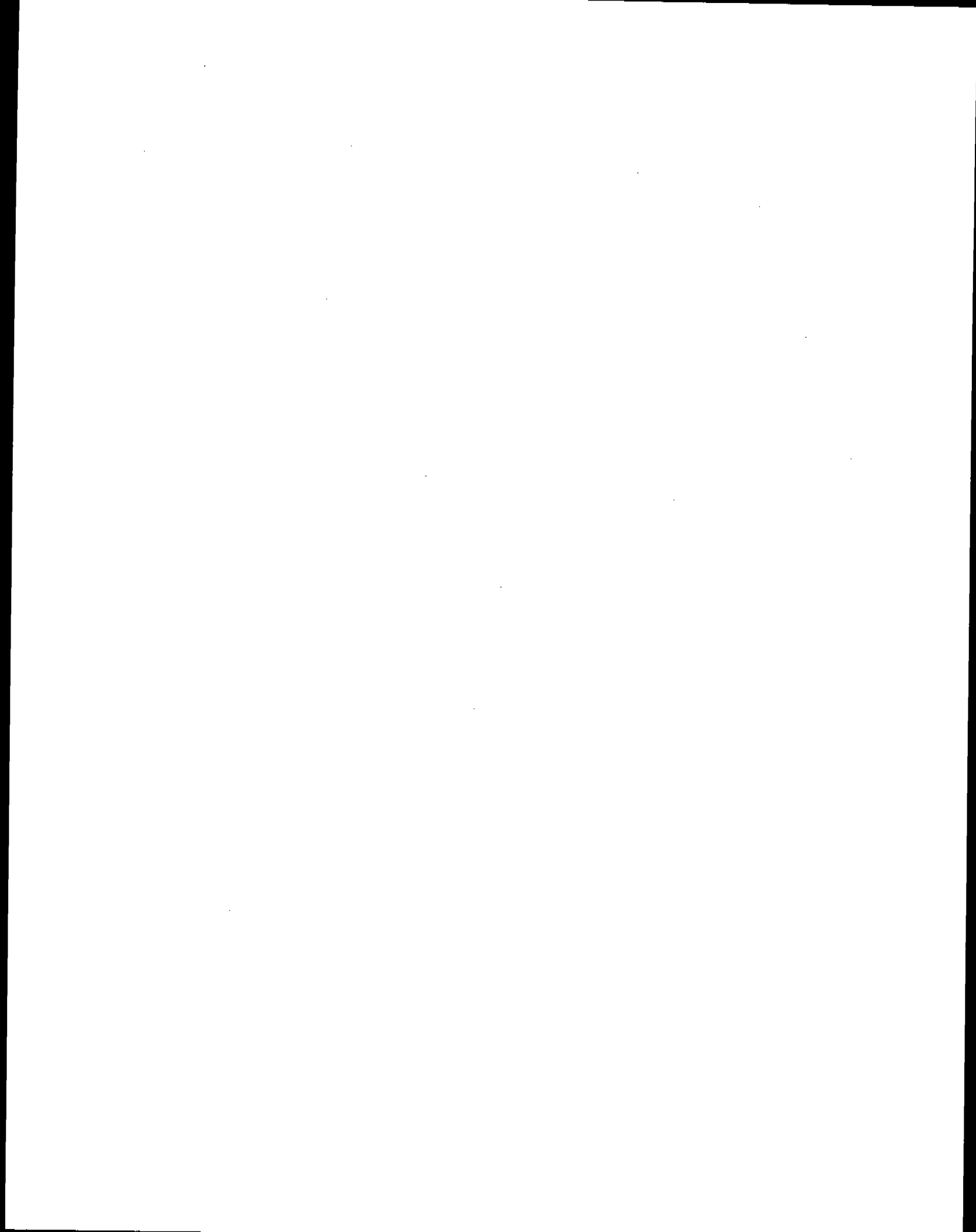
(b) Interim Reports. Submit an interim report whenever a major change in the situations occurs, or periodically as described in reference (a).

(c) Daily Reports. A daily report is required as long as forces are employed. COMNAVREG MIDLANT will provide specific requirements pertaining to this report at the start of a disaster recovery operation.

(d) Upon completion of the required support, or when requested by a PPA or RPA, submit a final report. For the final report format, use Tab A to this Appendix.

TAB

A - Final Report, Civil Emergency Assistance (TEMPEST RAPID)



**3 NOV 1999**TAB A TO APPENDIX 2 TO ANNEX RFINAL REPORT, CIVIL EMERGENCY ASSISTANCE (TEMPEST RAPID)

1. Purpose. To provide instructions to commanders for preparing and submitting the final TEMPEST RAPID report.
2. Preparing Agencies. All commanders who provided resources in support of disaster relief operations will submit a final report or provide input to the RPA as requested.
3. Frequency and Method. The final report will be prepared in letter format as outlined in paragraph 5 below following termination of DOD relief operations.
4. Routing. Submit the report to:
  - a. COMNAVREG MIDLANT for consolidation and forwarding through the chain of command to CNO/CMC, information copy to USCINCFJCOM, as appropriate.
  - b. Disaster Control Officer as required.
5. Format/content of TEMPEST RAPID final letter report:

-----

From: (command providing assistance)  
To: Commander, Navy Region, Mid-Atlantic

Subj: FINAL REPORT, CIVIL EMERGENCY ASSISTANCE (TEMPEST RAPID)

1. Historic account of the disaster.
2. Cumulative totals of support rendered.
3. Statement of accomplishments.
4. Actual expenses. Cost will be reported by appropriation, using three columns to identify normal costs, incremental costs, and total costs.
5. The status of reimbursement requested of recipient agencies.



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APPENDIX 3 TO ANNEX RCIVIL DISTURBANCE REPORTING (GARDEN PLOT)

Ref: (a) OPNAVINST 3100.6G, Special Incident Reporting (OPREP-3 NAVY BLUE and UNIT SITREP Procedures)

1. Situation. All DON assistance provided in support of civil disturbances and requests for assistance must be promptly reported using OPREP-3 NAVY BLUE procedures IAW reference (a).

2. Execution

a. Concept of Operations

(1) Reporting of requests for naval resources in support of civil disturbance incidents follow the same procedures whether submitted for information or action. Reporting is accomplished as follows:

(a) Initial Report. All initial up-channel reporting of civilian requests for naval resources will be submitted via OPREP-3 NAVY BLUE reports IAW reference (a).

(b) Interim Report. Submit an interim report whenever a major change in the situation occurs or periodically as required by reference (a).

(c) Daily Report. A daily report is required as long as forces are employed. COMNAVREG MIDLANT will provide specific requirements pertaining to this report at the start of a disaster recovery operation.

(d) Final Report. Submit a final report when requested by a PPA or RPA. For the final report format, use Tab A to this Appendix.

(2) Requests for Explosive Ordnance Support. EOD support requests will be processed IAW Appendix 3 to Annex B.

(3) Requests from Civil Authorities for Training Assistance Related to Civil Disturbances. Reports will be forwarded to CNO/CMC via RPA/PPA in any approved form.

(4) After-Action Reports. Activities who employed resources in support of civil disturbance will submit an after-action report or provide input as required by the Task Force Commander. A copy of the report or input will be submitted via the normal chain of command to CNO/CMC and USCINCFJCOM, as appropriate.

b. Tasks

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(1) Submit OPREP-3 NAVY BLUE and initial GARDEN PLOT reports as applicable if the command is the direct recipient of a support request, i.e., lowest level command having knowledge of the request.

(2) Report receipt of, and action taken on, requests for Group Three resources.

(3) Report receipt of, and action taken on, requests from the FBI for Group Two and Three resources.

(4) Forward all requests for resources requiring higher command approval to PPA or CNO/CMC, via RPA and info to USCINCFJCOM, as appropriate.

(5) Coordinate and consolidate information for submittal of daily/interim reports as required.

c. Sub-Regional Planning Agents

(1) Submit OPREP-3 NAVY BLUE and initial GARDEN PLOT reports if the command is the direct recipient of a support request, i.e., lowest level command having knowledge of the request. Information shall include whether resources have been committed under the automatic response rule.

(2) Submit all additional requests received at local level to the RPA for further action.

(3) Provide daily or interim reports to RPA as requested.

d. All Other Naval Shore Activities. All other naval shore activities located within the COMNAVREG MIDLANT AO will comply with reporting directions as outlined in paragraph 2.b. (2) above, as may be required.

TAB

A - Request and Employment of Naval Resources in Support of Civil Disturbance (GARDEN PLOT)



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TAB A TO APPENDIX 3 TO ANNEX RREQUEST AND EMPLOYMENT OF NAVAL RESOURCES  
IN SUPPORT OF CIVIL DISTURBANCE (GARDEN PLOT)

1. Purpose. The purpose of this Tab is to provide procedures for the rapid reporting of employment of resources and forwarding of requests for support in civil disturbance incidents.
2. Preparing Agencies. Any commander providing support or receiving requests from civil authorities for assistance during civil disturbance incidents.
3. Frequency and Method.
  - a. Initial Report. Submit an initial report message immediately upon employment of resources or receipt of support requests via chain of command.
  - b. Subsequent Reports.
    - (1) Interim Reports. Submit interim reports whenever a major change in the situation occurs.
    - (2) Daily Reports. A daily status report may be requested while resources are employed in civil disturbance operations. Information regarding this report will be provided as required.
4. Routing.
  - a. Reports of Group Three resources provided by activity commanders under the automatic response rule, or those approved by the RPA (including Group Two resources provided to the FBI) will be routed as directed.
  - b. Requests for Group One and Group Two resources will be forwarded by the RPA to CNO for action, and routed as directed.
  - c. All follow-up reports, including daily and interim reports, submitted by activity commanders will be addressed to the RPA, and to such addressees as may be added at execution.
  - d. If required information is unknown, incomplete, or not applicable, it will be so stated. No initial request will be delayed because of unknown or incomplete information.
  - e. Commanders submitting reports must give special emphasis to noting shortcomings and successes that contribute to lessons learned, and which indicate a need for changes in doctrine, training, techniques, or procedures. Any improvisation, innovation, expedient, or strategy successfully employed as well as problems with and

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solutions to coordination with local authorities should be described. Attention will be given to dissident tactics and techniques, and recommendations will be made on new control measures required.

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APPENDIX 4 TO ANNEX RCIVIL DEFENSE REPORTING (TEMPEST CIDER)

Ref: (a) OPNAVINST 3100.6G, Special Incident Reporting (OPREP-3 NAVY BLUE and UNIT SITREP Procedures)

1. Situation. All DON support provided for civil defense must be reported to higher Navy and Army authorities.

2. Concept of Operations

(a) Initial Report. Upon the employment of DON resources in support of civil defense operations, an initial report will be submitted to the RPA using the fastest means available (telephone/radio). Voice reports will be followed with an immediate message to serve as a record copy. The RPA, in turn, will inform the PPA and First CONUSA.

(b) The message report will include the following:

(1) Situation and magnitude of task, known extent of damage, and an estimate of the duration of the emergency.

(2) Number of military (including National Guard and Reserve forces) and civilian personnel committed, and natures of actions in which they are employed.

(3) Amounts and types of military (including National Guard and Reserve forces) supplies and equipment committed.

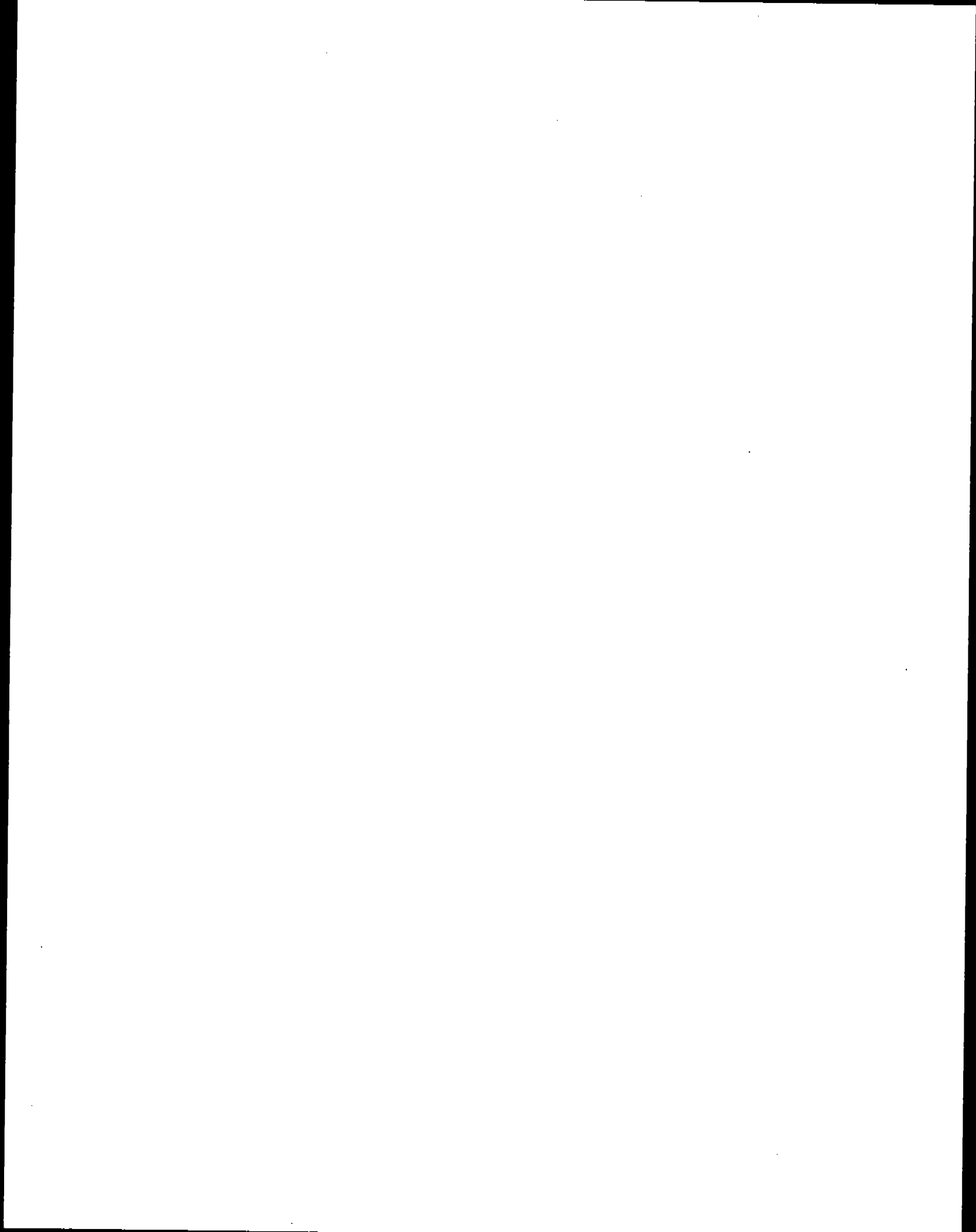
(4) Degree to which civilian agencies have committed their resources.

(5) Sources of request for military assistance.

(6) Actual or estimated casualties and fatalities of both military and civilian personnel.

(7) Degree to which FEMA and state and local authorities have assumed responsibilities and are operating in the affected area.

(c) Daily Report. When requested, commanders will submit a daily status report for the duration of military support for civil defense operations.



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ANNEX SNUCLEAR REACTOR/RADIOLOGICAL ACCIDENT PLAN FOR NUCLEAR POWERED SHIPS  
AND EQUIPMENT ASSOCIATED WITH NAVAL NUCLEAR PROPULSION

- Ref:
- (a) COMNAVBASENORVAINST 3440.23A, Assignment of Tasks and Responsibilities for COMNAVBASE Norfolk Regional Nuclear Weapon Accident/Incident Response
  - (b) OPNAVINST 3040.5C, Procedures and Reporting Requirements for Nuclear Reactor and Radiological Accidents
  - (c) CINCLANTFLT OPOD 2000, Appendix 25 to Annex C
  - (d) NAVSHIPYDNORINST P3040.2 (Series), Radiological Emergency Procedures
  - (e) Commonwealth of Virginia Radiological Emergency Response Plan (COVERERP)
  - (f) COMNAVREG MIDLANT Emergency Communications Center Standard Operating Procedure
  - (g) NAVMEDCOMINST 6470.10, Initial Management of Irradiated or Radioactively Contaminated Personnel

1. Purpose.

a. Provide for the direction and control of emergency operations in the event of a propulsion nuclear reactor or radiological accident occurring within COMNAVREG MIDLANT's AO. Guidance for response to nuclear weapons accidents and incidents is covered in reference (a).

b. Provide procedures for warning the base population of a nuclear reactor or radiological accident aboard Naval Station Norfolk.

c. Delineate the operational concepts and procedures to be followed in the event of such an incident.

2. Scope.

a. The plan is applicable to nuclear reactor/radiological accidents associated with naval nuclear propulsion occurring within COMNAVREG MIDLANT's AO.

b. The plan identifies the resources and capabilities of activities within the COMNAVREG MIDLANT AO and designates responsibilities for emergency measures to be taken in the initial and following phases of a nuclear reactor radiological accident.

c. The plan sets forth procedures for disseminating a warning in the event of a nuclear reactor/radiological accident.

3. Background. The CNO is concerned about the possible consequences of a nuclear reactor or radiological accident associated with naval nuclear propulsion reactors, other naval nuclear energy devices, or radioactive material under the custody of the Navy. Accordingly,

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reference (b) provides procedures and responsibilities for initiating proper actions in the event of such an accident. Reference (b) also designates CINCLANTFLT as the Primary Commander in the Atlantic AO. Reference (c) designates COMSUBLANT as Deputy Primary Commander for CINCLANTFLT, and Commander Norfolk Naval Shipyard (NNSY) as Area Commander for the Norfolk Naval Station. Reference (d) designates Nuclear Regional Maintenance Department (NRMD) as the site commander initially with assistance from COMSUBRON EIGHT until relieved by NNSY on-scene command group. COMNAVREG MIDLANT, as Regional Disaster Preparedness Coordinator, will provide assistance as requested.

#### 4. Definitions.

a. Nuclear Reactor Accident. An uncontrolled reactor criticality resulting in damage to the reactor core or an event, such as loss of coolant, that results in significant release of fission products from the reactor core.

b. Radiological Accident. A loss of control of radiation or radioactive material which presents a hazard to life, health, or property, or which may result in any member of the general population exceeding exposure limits for ionizing radiation.

c. Primary Command. The command having responsibility for controlling, directing, and coordinating all Navy activity responses to a nuclear reactor or radiological accident in the AO.

d. Deputy Primary Command. A command designated by the primary commander to assist in performing all or part of the primary command's responsibilities.

e. Area Command. The command designated by the primary commander as having responsibility for implementing and executing actions in response to a nuclear reactor or radiological accident in a particular area under the cognizance and direction of the primary commander.

f. Site Command. The command designated to coordinate on-site response to determine the extent and magnitude of the radiological effects of the accident and direct initial protective actions for personnel in the vicinity of the accident.

#### 5. Situation. Potential sources of nuclear reactor/radiological accidents include:

a. Naval nuclear propulsion reactors.

(a) Nuclear powered vessels at NAVSTA piers.

(b) Nuclear powered vessels underway in contiguous waters.

b. Naval nuclear propulsion support equipment.

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6. Concept of Operations. Commander, Submarine Force, U.S. Atlantic Fleet (COMSUBLANT) will act as the designated Deputy Primary Commander for nuclear reactor/radiological accidents associated with naval nuclear propulsion occurring within the assigned AO per reference (b). NNSY, as Area Commander, is primarily responsible for implementing and executing actions to determine the extent and magnitude of a radiological or reactor accident. Nuclear Regional Maintenance Department (NRMD) with assistance from COMSUBRON EIGHT, will initially establish an On-Site Command Post (OSCP) and be responsible for coordinating all initial actions concerning the accident on the Naval Station and reporting the status of actions and radiological conditions to the NNSY ECC. NRMD will remain site commander until relieved by the NNSY on-scene command group. In addition, NNSY will be responsible for assessing the accident and notifying state and local authorities as required by reference (e). COMNAVREG MIDLANT will coordinate the provision of fire, police and medical assistance as required by reference (d). Any command in the AO may be tasked to provide assets and resources in support of response and recovery efforts.

7. Responsibility.

a. General. Commanders, commanding officers, and officers in charge of activities within the COMNAVREG MIDLANT AO, when notified of a nuclear reactor/radiological accident will take immediate action to protect personnel from inhalation of radioactive materials in the plume and from direct whole body exposure to gamma radiation from the plume. During the initial period, speed in completing emergency response protective actions is critical to avoiding undue exposure to radiation. In general, the minimum essential actions will consist of the notification and sheltering of all personnel in those areas affected by a nuclear reactor or radiological accident. Personnel who may have been exposed to radioactive contamination shall be directed to report to a designated Personnel Processing Center (PPC) where they will be monitored for contamination, and be decontaminated as required.

b. Specific.

(1) Commander, Navy Region, Mid-Atlantic (COMNAVREG MIDLANT). The regional disaster preparedness coordinator is tasked by reference (c) to provide support as requested. This support will generally consist of the notification of base personnel per reference (f), fire fighting assistance, police, and medical assistance.

(a) COMNAVREG MIDLANT's Operations Department (N30) will coordinate the overall support response and facilitate the flow of information from the responding activities to the Area Commander by providing knowledgeable personnel at the OSCP and the ECC.

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(b) Regional Security Officer will:

- (1) Assist in disseminating the appropriate warnings.
- (2) Assist in the evacuation of the affected area.
- (3) Enforce access/egress in controlled areas.
- (4) Provide traffic control.
- (5) Provide a representative to the OSCP.
- (6) Assist in warning boaters in the affected area on the Elizabeth River as directed by the NNSY ECC through the On-Scene Commander.
- (7) Ensure the actions specified in reference (f) are performed.

(c) Public Affairs (COMNAVREG MIDLANT 00PA) will:

- (1) Assist the Primary Commander in establishing a Joint Information News Center as requested.
- (2) Assist the Deputy Primary Commander and Area Commander in drafting press releases as requested.
- (3) Refer all media or public inquiries concerning exercises or actual event to the NNSY Public Affairs Office, 396-9550.

(d) Regional Director Navy Family Service Center will:

- (1) Activate the Crisis Humanitarian Action Plan (COMNAVBASENORVAINST 3440.1) when directed.
- (2) Establish a Family Assistance Center (FAC) in close proximity to the Evacuation Assembly Center (EAC).
- (3) Coordinate the efforts of volunteer organizations.

(e) Commanding Officer, Naval Station Norfolk will:

- (1) Provide fire and rescue assistance as required.
- (2) Provide personnel to operate the EAC.
- (3) Provide a representative to the OSCP.
- (4) Provide tug and small boat assistance as required. Tug service shall be available within one hour of request.



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(f) Commanding Officer, Navy Public Works Center will:

(1) Provide personnel and equipment to assist in rescue and cleanup operations.

(2) Provide a representative to the OSCP.

(3) Provide ground transportation to assist in the evacuation of personnel and to transport casualties to medical and decontamination facilities.

(4) Provide makeup water for the affected unit when requested.

(g) Commander, Naval Medical Center, Portsmouth will:

(1) When notified of a radiological incident activate NAVMEDCENPTSVAINST 3440.2C (Disaster Preparedness Recovery Plan) as required.

(2) Coordinate with the Sewells Point Medical Clinic on-scene personnel to determine if Naval Medical Center, Portsmouth assets are required. If assistance is required, coordinate and integrate all medical/dental resources required to support response efforts.

(3) Ensure Preventive Medicine personnel and equipment are available to monitor food and water sources for contamination.

(h) Officer in Charge, Branch Medical Clinic, Norfolk Naval Shipyard will:

(1) Determine the availability of, and coordinate the use of, medical facilities that could accommodate and care for personnel involved in a radiological incident.

(2) Provide emergency care to injured personnel at the accident site PPC and EAC.

(3) Ensure Preventive Medicine personnel and equipment are available to monitor food and water sources for contamination.

(4) In the event the Branch Medical Clinic, Norfolk, Naval Shipyard is not available, the Officer in Charge, Sewells Point Branch Medical Clinic will assume this responsibility.

(i) All commanders, commanding officers, and officers in charge in COMNAVREG MIDLANT's AO will provide support as requested consistent with their capabilities and operational requirements.

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8. Emergency Response.

a. Warning.

(1) Warning of base personnel may be by one or both of the following methods:

(a) Emergency vehicles with public address systems.

(b) Telephone/Telephone Trees.

(2) Base Police will coordinate notification by vehicles with public address systems.

b. Sheltering.

(1) Base personnel seeking shelter from those areas affected by a radiological accident will be directed to shelter within the nearest building and may be transported to the nearest designated PPC. The primary on-base PPC is Building CEP 198 (Controlled Industrial Facility (CIF)). If wind conditions prohibit opening this PPC, base personnel will be directed to a secondary PPC depending on the location of the accident. Other PPCs will be activated as needed.

(2) Base personnel will be advised to take shelter in buildings with doors and windows shut and ventilation systems turned off.

c. Decontamination.

(1) Persons seeking shelter and emergency personnel will be checked for contamination and decontaminated, if necessary, at the PPC.

(2) Decontamination will be performed IAW reference (g).

d. Re-entry.

(1) The Area Commander is responsible for determining when it is safe to re-enter the evacuated area.

(2) Activities providing personnel to the OSCP will assist the Area Commander and COMNAVREG MIDLANT to formulate a recovery action plan.

9. Training and Exercises. The Area Commander conducts semi-annual and other periodic radiological exercises designed to develop and maintain skills required when responding to a radiological or reactor accident. Activities tasked by this Annex shall participate fully in these exercises.

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ANNEX TDEFINITION OF TERMS

Air Defense Emergency. A condition declared by the Commander in Chief, North American Air Defense Command, when hostile action is imminent or sufficiently probable to require emergency air defense measures.

Allocation. The apportionment by the government of available materials or service among users or the assignment of a facility to a particular use in the national interest.

Alternative Location. A site from which operations will be conducted should the principal location be destroyed or otherwise rendered useless by a civil defense emergency.

Attack. Any single or series of aggressive actions undertaken by an enemy of the United States causing, or which may cause, substantial damage or injury to civilian property or persons in the United States (or its territories) in any manner, by sabotage, or by the use of bombs, shellfire, or nuclear, radiological, chemical, bacteriological, or biological means or other weapons or processes.

Attack Warning. A condition of warning indicating that an attack by hostile aircraft or missiles is imminent.

Automatic Response. Actions taken independently by a military commander in anticipation of or during a civil emergency to save lives, prevent human suffering, or mitigate significant property damage.

CIDCON. Civil Defense CONdition.

Civil Authorities. Elected and appointed public officials and employees who constitute the governments of the 50 states, District of Columbia, Commonwealth of Puerto Rico, U.S. possessions and territories, and political subdivisions thereof.

Civil Defense. All activities and measures designed or undertaken to:

- a. Minimize the effects upon the civilian population caused, or which could be caused, by an enemy attack upon the United States.
- b. Deal with the immediate emergency conditions that would be created by any such attack.
- c. Effect emergency repairs and/or restoration of vital utilities and facilities destroyed or damaged by any such attack.

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Civil Defense Emergency. A national emergency resulting from devastation created by an enemy attack and requiring emergency operations during and following an attack; also, it may be proclaimed by appropriate authority in anticipation and attack.

Civil Disaster. Any domestic event having a significant potential for causing substantial loss of life, injury, human suffering, or property damages to the civil community. Civil disasters include civil emergencies, civil disturbances, and civil defense emergencies.

Civil Disturbances. Riots, acts of violence, insurrections, unlawful obstructions or assemblages, or other disorders prejudicial to public law and order. The term civil disturbance includes all domestic conditions requiring, or likely to require, the use of federal armed forces pursuant to the provisions of Chapter 15 of Title 10, USC.

Civil Emergency. Any emergency, or threat thereof, other than civil disturbance, civil defense, or wartime emergency, that causes or may cause substantial harm to the population or substantial property damage or loss.

Civil Emergency Preparedness. The nonmilitary actions taken by federal agencies, the private sector, and individual citizens to meet essential human needs, to support the military effort, to ensure continuity of federal authority at national and regional levels, and to ensure continuity of federal authority at national and regional levels, and to ensure survival as a free and independent nation under all emergency conditions, including a national emergency caused by threatened or actual attack on the United States.

Civil Government Resources. Civil resources that are owned by, controlled by, or under the jurisdiction of civilian agencies of the U.S. Government.

Civil Resources. Resources that normally are not controlled by the government. These include manpower, food and water, health resources, industrial production, housing and construction, telecommunications, energy, transportation, minerals, materials, supplies, and other essential resources and services.

Claimancy. The process of calculating the requirements for resources to carry out a function or mission or to achieve a goal and of presenting each such requirement to the federal department or agency responsible for determining the allocation of the supply of the particular resource involved.

Claimant Agent. Federal agencies that have emergency preparedness responsibility for representing and stating the essential needs of their own mobilization programs and other designated program areas of both the public and private sectors to the appropriate federal resource agency.

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Command. The authority which a command in the military service lawfully exercises over subordinates by virtue of rank or assignment. Command includes the authority and responsibility for effectively organizing, directing, coordinating, and controlling military forces for the accomplishment of assigned missions. It also includes responsibility for health, welfare, morale, and discipline of assigned personnel.

Continental U.S. Army (CONUSA). Commands, supports, and supervises USAR forces in specific geographical areas. Responsible for planning for and executing mobilization, LDC, and MSCA.

Continuity of Government (COG). All measures assuring that essential functions of government suffer no interruption in the event of an enemy attack.

Continuity of Operations (COOP). Tasks or duties necessary to accomplish a military action or mission in carrying out the national military strategy. It includes the functions and duties of the commander, as well as the supporting functions and duties performed by his staff and others acting under the authority and direction of the commander.

Coordinating Authority. A commander or individual assigned responsibility for coordinating specific functions or activities involving forces of two or more services or forces of the same service. The commander or individual has the authority to require consultation between the agencies involved, but does not have the authority to compel agreement.

Coordination. The act of harmonizing in a common action or effort.

Critical Mobilization Assets. Those assets whose loss would halt or seriously disrupt mobilization for more than 24 hours.

Declared Disaster/Emergency. Any actual or threatened condition, which, in the determination of the President, is of such severity and magnitude to warrant federal assistance under Public Law 93-288 (1974), (as amended by Public Law 100-707), the Robert T. Stafford Disaster Relief and Emergency Assistance Act (1988) to supplement state and local government efforts to relieve damage, hardship, and suffering.

D-Day. The term used to designate the day on which a nuclear attack is made on the United States.

Defense Logistics Agency (DLA). The Defense Logistics Agency is responsible for procurement, stock management, and distribution of centrally stocked materials. As a part of the DOD military logistics system, operations of the DLA are primarily oriented toward logistic

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support of the military. However, the agency does provide common items to other federal civil agencies.

Department of Defense. Responsible for military requirements, administers priorities and allocation authority delegated to defense, military procurement, military assistance to civil authorities, minimizing effects of enemy attack on civilian population, assistance to states survival operations, emergency repair and restoration of vital facilities, systems and procedures at FRCs for collecting, processing, and disseminating information and data and presentation thereof.

DOD Resources. Military and civilian personnel (including selected and ready reservists of the military services), facilities, equipment, supplies, and services owned by, or under the jurisdiction of a DOD component, to include airlift and other transportation services.

Domestic Emergencies (see Civil Emergency). Emergencies affecting the public welfare and occurring within the 50 states, District of Columbia, Commonwealth of Puerto Rico, United States possessions and territories, or any political subdivision thereof as a result of enemy attack, insurrection, civil disturbances, earthquakes, fire, flood, or other public disasters, or equivalent emergencies which endanger life and property or disrupt the usual process of government.

Economic Stabilization. Emergency economic measures designed to stabilize the economy or, in the event of an attack upon the United States, to restore the economy. Economic measures would include indirect controls such as rationing of consumer goods and price, wage, and rent controls.

Emergency. Any of the occurrences enumerated as a major disaster, or other catastrophe in any part of the United States which, in the determination of the President, requires federal emergency assistance to supplement state and local efforts to save lives and protect property, public health, and safety, or to avert or lessen the threat of a disaster.

Emergency Alert System (EAS). A system to provide the President and the federal government, as well as state and local units, with the emergency means of communicating with the general public through non-government broadcast stations and other non-broadcast media. The plan to use facilities and personnel of the communication industry on a voluntary basis to provide a system operated under appropriate government regulation and in consonance with national security requirements during a national emergency.

Emergency Operating Center (EOCs). Facilities where essential emergency functions are scheduled to be performed. They may be at the regular headquarters or at other sites, which would serve as alternate headquarters.

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Essential Emergency Functions. Those functions of the federal government which are necessary to accomplish the operations of the government in wartime and which are indispensable to the conduct of assigned missions.

Essential Facilities. Military establishments, including those temporarily used by forces engaged in immediate retaliatory or defense operations; electric power, gas, and water utility systems; industrial plants producing or processing essential items; major wholesale establishment storage or distribution of essential items; and transportation and communications system providing essential services.

Essential Local Users. Civilian and military organizations, persons, equipment and facilities providing essential services and support to critical military operations and survival care and services to people. Farmers producing essential food and workers employed in essential facilities or local establishments providing essential items and services to people are also included. Less essential individual consumers are excluded, except those requiring immediate supplies for individual or family survival, including food.

Federal Claimant Agency. Federal agencies that have emergency preparedness responsibility for representing and stating the essential needs of their own mobilization program and other designated program areas of both the public and private sectors to the appropriate federal resource agency.

Federal Emergency Management Agency (FEMA). Federal agency that has emergency preparedness responsibility for representing and stating the essential needs of their own mobilization program emergencies and disasters.

Federal Functions. Any function, operation, or action carried out under the laws of the United States by any department, agency, or instrument of the United States, or by an officer or employee thereof.

Federal Property. That property which is owned, leased, possessed, or occupied by the federal government.

Federal Regional Center (FRC). A protected location which serves as the principle regional operating location for FEMA and the alternative regional operating for OP/GSA and other functions. If occupied by OP/GSA and other federal department and agencies, it will be the control point for collection and dissemination of emergency situation information and data and the development and issuance of federal guidance and directives.

Federal Resource Agency (FRA). Federal agencies that have emergency preparedness responsibility for the regulating, controlling, or providing operational directives within specified resources areas of the economy to achieve the objectives of the federal mobilization of resources.

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Imminent Serious Condition. A disaster-produced condition requiring immediate assistance in order to save human life, prevent immediate human suffering, or mitigate extensive destruction or damage to property, of such severity that delay in awaiting instructions from a higher authority is unwarranted. Active component military commanders will take action as may be required and justified to save human life, prevent immediate human suffering, or mitigate major property damage or destruction.

Initial Automatic Response Phase. This is characterized by limited or a complete absence of communication. Units will be operating independently; commanders will be assessing their availability for MSCA given the priority requirement for survival, recovery, reconstruction, and the conduct of combat and combat support operations.

Joint Operation Planning System (JOPS). Establishes policies and procedures for the development, coordination, dissemination, review, and approval of joint operation plans. It also provides policies and procedures for execution planning in emergency and time-sensitive situations, including the creation of an operations order.

Joint State Area Command (JSAC). The term for the State Area Command when it is mobilized in post-attack operations.

Key Assets. Industrial facilities (factory, plant, building, or structure) used for manufacturing, production, processing, repairing, assembling, storing, or distributing a product or component, and mobilization, deployment, or supporting assets (any communication or computer system, energy source, air, rail, road or water transportation asset, etc.) required to support a selected industrial asset, or otherwise support Department of Defense operations, which are included in the DOD Key Assets List (KAL).

Key Assets Protection Program (KAPP). When directed and within the scope of CINCFOR CONPLAN 7040, the military will provide assistance to civil authorities for protection of vital key assets. KAPP incorporates protection of key means of mobilization and protection of key facilities; measures to counter terrorism and/or civil disturbance/rioting; defeat of landed enemy forces; and protection of maritime defense zones.

Key Facilities. Those facilities, public and private, that DOD indicates are crucial to the national security and defense of the United States.

Land Defense CONUS (LDC). (CINCFOR CONPLAN 7040)

Major Disaster. Any hurricane, tornado, storm, flood, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, drought, fire, explosion, or other catastrophe in any part of the United States or its possessions and



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territories which, in the determination of the President, causes damage of sufficient severity and magnitude to warrant major disaster assistance under 42 USC 5121.

Major Federally Declared Disaster. An event so devastating that local and state resources are deemed inadequate to provide for recovery. In such cases, the President is empowered by Public Law 288 to provide federal assistance.

Military Mobilization. The act of preparing for war or other emergencies through assembling and organizing military resources. It is the process by which components of the armed forces are brought to a state of readiness for war or other national emergencies. Types of Military Mobilization include:

a. Selective Mobilization - the expansion of the active armed forces resulting from action by Congress and/or the President to mobilize reserve component units, individual ready reservists, and the resources needed for their support to meet the requirements of a domestic emergency that is not the result of an enemy attack.

b. Presidential Call-Up - augmentation of the armed forces resulting from action by the President to mobilize reserve components units, up to 100,000 troops, for up to 90 days to meet the requirements of an operational mission.

c. Partial Mobilization - the expansion of the active armed forces resulting from action by Congress (up to full mobilization) or by the President (not more than 1,000,000 troops) to mobilize ready reserve or component units, individual reservists, and the resources needed for their support to meet the requirements of a war or other national emergency involving an external threat to national security.

d. Full Mobilization - the expansion of the active armed forces resulting from action by Congress and the President to mobilize component units in the existing approved force structure, all individual reservists, retired military personnel, and the resources needed for their support to meet the requirements of a war or other national emergency involving an external threat to national security.

e. Total Mobilization - the expansion of the active armed forces resulting from action by Congress and the President to organize and/or generate additional units or personnel, beyond the existing force structure, and the resources needed for their support to meet the total requirements of a war or other national emergency involving an external threat to national security.

Military Resources. Military and civilian personnel of the active and reserve components, facilities, equipment, and supplies under the control of DOD components, and services performed by DOD components to include airlift and other transportation services.

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Military Support to Civil Authorities (MSCA). Those military activities and measures taken by DOD components to: assist the civilian population and designed to minimize the effects upon the civilian population caused by, or which could be caused by, an enemy attack upon the United States, its territories, and possessions; deal with the immediate emergency conditions which would be created by any such attack; and effect emergency restoration of vital utilities and facilities destroyed or damaged by any such attack. When directed by the Secretary of Defense to implement MSCA plans, military support of civil defense actions shall encompass those responsibilities and functions identified in DOD Directives 3025.1, 3025.12, 5030.45, and 5525.5.

Military Support Resources. Personnel (both military and DOD civilian), supplies, equipment, and facilities of DOD agencies and military departments that can be, or are, made available in support of emergency operations. Also, includes those primary and secondary resources required in support of military retaliatory and defense operations and made available by actions of civil authorities or from civil resources.

Mobilization. The act of organizing and marshaling national resources to place the nation in a state of readiness to meet a military threat. The call-up of reserves and the assembly of military and civil forces in order to meet a national emergency. The process of augmentation associated with defense actions.

National Command Authority (NCA). The NCA consists of the President and the Secretary of Defense or their duly deputized alternatives or successors. The chain of command runs from the President to the Secretary of Defense and through the Joint Chiefs of Staff to the commanders of the unified and specified commands.

National Defense Executive Reserve (NDER). Persons selected and trained for employment in executive positions in federal government during periods of emergency under the provisions of the Defense Production Act of 1950 and Executive Order 11179.

National Emergency. A condition declared by the President or by Congress that authorizes certain emergency actions to be undertaken in the mobilization of national resources.

National Interagency Fire Center (NIFC). The NIFC is an interagency center responsible for coordinating operations in forest and grassland fire emergencies occurring within the continental United States.

Operational Command (OPCOM). Those functions of command involving the composition of subordinate forces, the assignment of tasks, the designation of objectives, and the authoritative direction necessary to accomplish the mission. Operational Command should be exercised by the use of the assigned normal organizational units through the

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commanders of subordinate forces established by the commander exercising operational command. It does not include such matters as administration, discipline, internal organization, and unit training, except when a subordinate commander requests assistance. (The term is synonymous with operational control and is uniquely applied to the operational control exercised by the commanders of unified and specified commands over assigned forces in accordance with the National Security Act of 1947 as amended and revised).

Operational Control (OPCON). The authority delegated to a commander with direct forces provided him so that he may accomplish specific missions or tasks which are usually limited by function, time, or location; and to deploy units concerned and to retain or assign tactical control of those units. It does not, of itself, include administrative or logistic responsibility, discipline, internal organization, or unit training.

Operational Priorities. The determination of the relative order in which emergency operations will be conducted and resources will be managed, distributed, and used based on mission requirements and priorities.

Plan D. (Archaic) A collection of federal emergency documents that prescribe major federal policies and actions, including standby implementing documents that might be required by the federal government to authorize emergency actions during and after a crippling nuclear attack on the United States.

Population Protection Plan (PPP). The orderly relocation of the population of metropolitan and other risk areas during a period of acute international crisis to low risk areas to reduce vulnerability to the effect of nuclear, biological, chemical, or conventional weapons attack. For the commander of a military installation or facility, a similar relocation of military forces and other personnel from the installation or facility (see Crisis Relocation).

Pre-delegation. The grant, prior to an emergency, to an individual of specific legal authority to carry out emergency responsibilities and functions.

Priority. The preference which contracts or orders designated by the government as important to national defense or welfare of the nation, shall be given by a supplier or facility to assure completion of delivery of goods or persons and services ahead of other direction or orders not so designated. It is the order of preference based on urgency, importance, or merit.

Regional Military Emergency Coordinators. Regional coordinators designated by the Secretary of the Army to perform coordination, information, and liaison functions.

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Regional Preparedness Committee. The primary regional organization established to assist the FEMA regional director in the planning and coordinating of preparedness policy at the regional level.

Regional Interagency Steering Committee (RISC). A regional organization chaired by the FEMA regional director and composed of representatives of federal agencies that maintain a primary or secondary interest in the resources needed in responding to a crisis.

Requirements. Estimates and forecasts of the demand for resources by specified quantities and for specific periods of time.

Requisition. Government action to demand or acquire property or services needed immediately for the purpose of common defense and general welfare without regard to the willingness of the owners or suppliers to provide them, as distinguished from normal procurement. Requisition implies payment of fair value of services or goods furnished as guaranteed by the Fifth Amendment to the Constitution.

Resources. The manpower, goods, and services comprising the national economy.

Resource Agency. Federal agencies that have emergency preparedness responsibility for regulating, controlling, or providing operational directives within specified resource areas of the economy to achieve the objectives of federal mobilization of resources.

Resource Claimancy. The procedure during national emergency or war whereby authorized federal agencies determine definitive requirements and justify the civil resources of the nation needed to support programs under their cognizance. It does not imply procurement activity nor does it involve the government as an intermediary in the normal mechanisms or trade other than in expediting essential activities and ensuring equitable distribution of civil resources. Resource claimancy occurs at both the national and regional levels.

Resource Crisis. A situation indicating a real or potential shortage of any civil, government, or DOD resources that threatens the health, welfare, or safety of the public or the national security.

Resource Management. The exercise of government control and direction over the production, processing, distribution, or use of civil or government resources required to meet national security or other emergencies.

Specified Command. A command that had a broad continuing mission and that is established and so designated by the President through the Secretary of Defense with the advice and assistance of the Joint Chiefs of Staff. It normally is composed of forces from one service.

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State Adjutant General. An individual appointed by the governor of a state to administer the military affairs. A state Adjutant General may be federally recognized as a general officer for tenure of office provided he meets the prescribed requirements and qualifications. However, he may be appointed and serve in that capability without federal recognition.

State Area Command (STARC). A Department of the Army (DA) management headquarters responsible for mobilizing the state's Guard. The STARC commander also has MSCA planning and execution responsibilities at the state level. Once mobilized, it becomes a Joint State Area Command (JSAC). It is responsible for planning and executing MSCA, LOC, and Military Family Assistance.

State Emergency Resources Management Plan. Plans developed by individual states, under OP/GSA guidance and with the cooperation of federal agencies, for the management of resources within the state under emergency conditions.

State Military Headquarters. A sub-element of STARC Headquarters which performs planning for the reconstruction of the state militia upon mobilization of the National Guard. The state headquarters and headquarters detachment of the Army National Guard comprise the state military headquarters.

Strategic Warning. Knowledge of probable attack in advance of its launching.

Survival. Those items which would be required following a nuclear attack to sustain life at a productive level, and without which over a period of time, large numbers of people might die or have their health so seriously impaired as to imperil the national welfare effort.

Tactical Warning. Knowledge of attack after the attack has been launched.

Trans-attack. That period of warfare commencing with an attack on the Continental United States and terminating with cessation of nuclear detonation.

Unified Command. A command with a broad continuing mission under a single commander and composed of significant assigned components of two or more services, and which is established and so designated by the President, through the Secretary of Defense with the advice and assistance of the Joint Chiefs of Staff, or, when so authorized, by the Joint Chiefs of Staff, by a commander of an existing unified command established by the President.

Unlimited National Emergency. A condition proclaimed by the President or by act of Congress that requires extraordinary emergency measures to insure national security and welfare.

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World-Wide Military Command and Control System (WWMCCS). Provides the means for operational direction and technical administrative support for the command and control of the United States military forces. It includes the facilities, equipment, personnel, procedures, data processing systems, display systems, message preparation systems, intercomputer networks, and voice data and record communication systems.

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ANNEX UACRONYMSA

ACE	Army Corps of Engineers
AID	Agency for International Development
AOR	Area of Responsibility
ARC	American Red Cross
ASAP	As Soon As Possible
ASD	Assistant Secretary of Defense
ASH	Assistant Secretary for Health
AUTODIN	Automatic Digital Network
AUTOSEVOCOM	Automatic Secure Voice Communications Network
AUTOVON	Automatic Voice Network

B

BDO	Base Duty Office
BIOREP	Biological Report
BSI	Base Support Installation
BSS	Battle Staff Supervisor

C

CAP	Civil Assistance Program
CBR	Chemical, Biological and Radiological
CDRG	Catastrophic Disaster Response Group
CE	Corps of Engineers
CEAT	Community Emergency Action Team
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CG	Commanding General (FORSCOM)
CHEMREP	Chemical Report
CIDCON	Civil Disturbance Condition
CINCFOR	Commander in Chief, Forces Command
CINCUSACOM	Commander in Chief, U.S. Atlantic Command
CINCUSPACOM	Commander in Chief, U.S. Pacific Command
CJCS	Chairman of the Joints Chiefs of Staff
CMC	Commandant, Marine Corps
CNO	Chief of Naval Operations
CO	Commanding Officer
CONUS	Continental United States
CONUSA	Continental United States Army
CP	Command Post
CPX	Command Post Exercise
CSA	Chief of Staff, Army
CNTC	Chief of Naval Telecommunications

D

DA	Department of the Army
DCC	Disaster Control Center
DCE	Defense Coordinating Element

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DCO	Defense Coordinating Officer
DEST	Domestic Emergency Support Team
DFO	Disaster Field Office
DHHS	Department of Health and Human Services
DHUD	Department of Housing and Urban Development
DOC	Department of Commerce
DOD	Department of Defense
DODD	Department of Defense Directive
DODRDB	Department of Defense Resource Data Base
DOE	Department of Energy
DOEd	Department of Education
DOI	Department of the Interior
DOJ	Department of Justice
DOL	Department of Labor
DOMS	Director of Military Support
DON	Department of the Navy
DOO	Director of Operations
DOS	Department of State
DOT	Department of Transportation
DP	Disaster Preparedness
DPC	Disaster Preparedness Coordinator
DPO	Disaster Preparedness Officer
DPO	Disaster Preparedness Organization
DPP	Disaster Preparedness Plan
DPRP	Disaster Preparedness and Recovery Plan
DRF	Disaster Response Force
DRT	Disaster Response Teams
DSN	Defense Switched Network
DVA	Department of Veterans Affairs
DWI	Disaster Welfare Information

**E**

EA	Executive Agent
EAC	Emergency Action Center
EAC	Evacuation Assembly Center
EAS	Emergency Alert System
ECC	Emergency Control Center
EOC	Emergency Operating Center
EOD	Explosive Ordnance Disposal
EPA	Environmental Protection Agency
EPLO	Emergency Preparedness Liaison Officer
ERT	Emergency Response Team
ERT-A	Emergency Response Team-Advance
ESF	Emergency Support Functions
EST	Emergency Support Team

**F**

FAC	Family Assistance Center
FBI	Federal Bureau of Investigation
FCC	Federal Communications Commission/Federal Coordination Center



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FCO Federal Coordinating Officer  
FEMA Federal Emergency Management Agency  
FORSCOM U.S. Army Forces Command  
FRP Federal Response Plan  
FRERP Federal Radiological Emergency Response Plan

**G**

GPMRC Global Patient Movement Requirement Center  
GSA General Services Administration

**H**

HHS Health and Human Services (Department of)  
HQUSACE Headquarters, U.S. Army Corps of Engineers

**I**

IAW In Accordance With  
ICC Interstate Commerce Commission  
ICP Incident Command Post  
ISA International Security Affairs

**J**

JADREP Joint Resource Assessment Database Report  
JCS Joint Chiefs of Staff  
JIC Joint Information Center  
JKAPP Joint Key Assets Protection Program  
JOC Joint Operating Center  
JSAC Joint State Area Commands  
JTF Joint Task Force

**K**

KAL Key Asset List  
KAPP Key Asset Protection Program

**L**

LANTNAVFACENGCOM Naval Facilities Engineering Command, Atlantic  
LFA Lead Federal Agency  
LOC Lines of Communication  
LPA Local Planning Agent

**M**

MACDIS Military Assistance for Civil Disturbances  
MARS Military Affiliate Radio System  
MCC Movement Coordination Center  
MOU Memorandum of Understanding  
MRE Meals, Ready-to-Eat  
MSCA Military Support to Civil Authorities

**N**

NASA National Aeronautics and Space Administration  
NAVCOMPT Navy Comptroller  
NAVFACENGCOM Navy Facilities Engineering Command

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NBC	Nuclear, Biological, Chemical
NCC	NORAD Control Center
NCIS	Navy Criminal Investigative Service
NCP	National Oil and Hazardous Substance Pollution Contingency Plan
NCS	National Communications System
NDMS	National Disaster Medical System
NEPLO	Navy Emergency Preparedness Liaison Officer
NIFC	National Interagency Fire Center
NMCC	National Military Command Center
NNSY	Norfolk Naval Shipyard
NRC	Nuclear Regulatory Commission
NSC	National Security Council
NSEP	National Security Emergency Preparedness
NTE	Not To Exceed
NTSP	National Telecommunications Support Plan
 <u><b>O</b></u>	
OCEN	Oceanographic Systems, Atlantic, Norfolk, VA
OPM	Office of Personnel Management
OSC	On-Scene Commander
OSCP	On-Site Command Post
OSD	Office of the Secretary of Defense
 <u><b>P</b></u>	
PAO	Public Affairs Officer
PDD	Presidential Decision Directive
POL	Petroleum, Oil and other Lubricants
PPA	Principal Planning Agent
PPV	Positive Pressure Ventilation
PWC	Public Works Center
 <u><b>R</b></u>	
RADFO	Radiation Fallout Prediction and Warning System
RADMON	Radiological Monitoring Report
RC	Reserve Components
RISC	Regional Interagency Steering Committee
ROC	Regional Operating Center (FEMA)
RPA	Regional Planning Agent
 <u><b>S</b></u>	
SAC	Specific Agent in Charge (FBI)
SECDEF	Secretary of Defense
SIOC	Strategic Information Operations Center
SOPA	Senior Officer Present Afloat
SRPA	Sub-Regional Planning Agent
STARC	State Area Command
STB	Supertropical Bleach
STOLS	System To Locate Survivors

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T

TECAP

Tidewater Emergency Communications  
Area Police

TF

Task Force

TPFDL

Time Phased Force Deployment List

TREAS

Department of the Treasury

TTT

Triage, Treatment, and Transportation

TVA

Tennessee Valley Authority

TWX

Telephone and Teletypewriter Exchange

U

USACOM

United States Atlantic Command (As of 1OCT99  
known as USJFCOM)

USCG

United States Coast Guard

USDA

United States Department of Agriculture

USJFCOM

United States Joint Forces Command (formerly  
USACOM)

USPS

United States Postal Service

USTRANSCOM

U.S. Transportation Command

V

VDES

Virginia Department of Emergency Services

W

WMD

Weapons of Mass Destruction

